



**CITY OF WHITEWATER  
COMMON COUNCIL AGENDA**  
Common Council Meeting

**Tuesday, December 19, 2017 - 6:30 p.m.**

**City of Whitewater Municipal Building**  
**312 W. Whitewater St., Whitewater, WI 53190**

**CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE.**

**CONSENT AGENDA:**

CA-A	Approval of Council Minutes of 11/7/17.	P. 1
CA-B	Approval of payment of invoices processed through 12/13/2017.	P. 4
CA-C	Acknowledgment of Receipt and Filing of the following: *Public Works Committee Minutes of 10/18/2017.	P. 9
CA-D	Expedited Approval of the Following Items, per City Staff Recommendation: C-6	n/a

**CITY MANAGER UPDATE**

**STAFF REPORTS: None.**

**HEARING OF CITIZEN COMMENTS.** No formal Common Council Action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Council discusses that particular item.

**RESOLUTIONS:**

R-1	Adoption of 2018 Salary Resolution	P. 11
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**ORDINANCES: First Reading: None.**

**ORDINANCES: Second Reading: None.**

**CONSIDERATIONS:**

C-1	Appointment of citizen members to open Board and Commission seats. [Ethics Committee; Plan and Architectural Review Commission and Community Involvement Commission] (City Manager Request).	P. 14
C-2	Discussion and possible direction regarding parking on Scott Street and recommendation to discontinue the section of S. Scott Street entering onto Whitewater Street, (Neighborhood Services Department).	P. 18
C-3	Approval of Task Orders with Strand Associates (Amendment 2 to Task Order 16-04 – CDBG Grant program <b>and</b> Amendment No. 1 to Task Order 16-03, Clay Street Reconstruction). (DPW Director Request).	P. 22
C-4	Approval of agreement with MSA. (Neighborhood Services Director Request).	P. 29
C-4a	Authorization for utilization of city-owned properties (E. Milwaukee St. – near roundabout) for use in WisDOT project 3110-02-21 STH 59 – Milwaukee Street Road Improvement. (Neighborhood Services Director Request)	P. 33
C-5	Discussion and possible direction regarding Code of Conduct – Good Governance.	n/a

	(City Manager Request).	
*C-6	Approval of list of Poll Workers for 2018-2019 election years. (City Clerk Request)	P. 50
C-7	Councilmember Requests for Future Agenda Items and future POLCO questions.	n/a
C-8	<b><u>EXECUTIVE SESSION.</u></b> Adjourn to Closed Session, TO RECONVENE, pursuant to Wisconsin Statutes 19.85(1) (e) “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and 19.85(1) (g) “Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.” Items to be Discussed: *WPPA /WPPSA Negotiations.	n/a
C-9	<b><u>RECONVENE INTO OPEN SESSION.</u></b>	N/A
C-10	Possible action on WPPA Employment Agreement.	n/a
C-11	Adjournment.	

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk at least 72 hours prior to the meeting.**

**\*Items denoted with asterisks will be approved on a single motion and vote due to their routine nature or previous discussion. Any council member may request that a consent agenda item be removed for individual discussion.**

**ABSTRACT/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL  
ACTIONS OF THE COMMON COUNCIL OF THE CITY OF WHITEWATER,  
WALWORTH AND JEFFERSON COUNTIES, WISCONSIN.**

November 7, 2017

The regular meeting of the Common Council was called to order at 6:30 p.m. by Council Vice President Binnie. MEMBERS PRESENT: McCormick, Schulgit, Grady, Binnie, Goettl, Allen. MEMBERS ABSENT: Singer. LEGAL COUNSEL PRESENT: Wallace McDonell.

It was moved by Schulgit and seconded by Goettl to approve the Council minutes of 10/17/17 and to acknowledge receipt and filing of the following: Library Board Minutes of 9/18/2017; Plan and Architectural Review Commission Minutes of 8/14/2017; Parks and Recreation Board Minutes for 9/20/2017; and Finance Committee Minutes of 10/12/2017. AYES: McCormick, Schulgit, Grady, Binnie, Goettl, Allen. NOES: None. ABSENT: Singer.

**STAFF REPORTS:** Councilmember / Landmarks Commission representative Chris Grady, on behalf of the Landmarks Commission, presented the City Council with a National Historic Preservation Act – 50 Year Anniversary – certificate on being a Certified Local Government since 5/6/87.

**CITIZEN COMMENTS:** Rod Dalee of N. Franklin Street expressed concern with the increased amount of parking on N. Franklin Street. He expressed safety concerns as cars park so close to driveway entrances that it is difficult to see when backing out of his driveway. Dalee recommended that Council review the parking restrictions on North Franklin.

**UPDATE ON GROCERY STORE RECRUITMENT AND ON GROCERY CO-OP.** City Manager Clapper indicated he did not attend the annual Co-op meeting, and has not personally been heavily involved in the recruitment process. In response to Councilmember Goettl's inquiry as to whether the Co-op had been asked to report at the meeting, Clapper indicated they had not. CDA Director David Carlson indicated it is his understanding that the Co-op is hoping to reach 350 members in the near future. It is his understanding that the group did present a financial statement projecting to spend about \$59,000 in the first 12 months. To date, the group has received about \$50,000, including the \$10,000 grant they have received from the Community Development Authority. Carlson also reported that in the past five months, six semi-serious grocery store leads have been pursued. He indicated that the Perkins study has been shared with the prospects, and that the City is not leaving any stone unturned. Councilmember McCormick indicated that she has had a lengthy discussion with the President of the Co-op, and the President is pleased with the progress the Co-op has made so far. Clapper complimented CDA Director Carlson for being very active in looking for grocers on a regular basis.

Councilmember Goettl expressed concern about the fact that the City has been without a full scale grocery store for two years. It was agreed that the grocery business is changing to include online sales. Appreciation for the very hard work the Co-op is doing was expressed by Councilmember Binnie.

**INTERGOVERNMENTAL AGREEMENT WITH JEFFERSON COUNTY ECONOMIC DEVELOPMENT AUTHORITY ("JCEDA").** Proposed was an agreement for five years with the JCEDA. Whitewater is also a member of the Walworth County Economic Development Authority. It was moved by Goettl and seconded by Allen to approve an Intergovernmental Agreement with the Jefferson County Economic Development Authority. AYES: McCormick, Schulgit, Grady, Binnie, Goettl, Allen. NOES: None. ABSENT: Singer.

**UPDATE ON PROPOSED 2018 CITY BUDGETS.** City Manager Clapper reported that the newly-created Finance Committee has been meeting to review the proposed 2018 budget. The public hearing for the budget will be held at the November 21 council meeting. The proposal will include an increase in employee contribution towards health insurance premiums. Councilmember Goettl questioned whether

the City has yet implemented the system where an employee is granted a pay increase only when they receive a satisfactory performance review. Clapper indicated that a satisfactory performance review will be required in order to obtain the proposed 1.5% salary increase. Clapper confirmed that close oversight of employees is planned, any deficiencies will be addressed, and in the event of lack of performance improvement, termination will occur. Councilmember Goettl was disappointed as she was under the impression that the program would be implemented prior to adoption of the budget. Clapper responded that the program has been delayed, but it will be completed by the end of March, 2018. Councilmember McCormick requested a listing of acronyms, with the full verbiage spelled out.

Finance Director Hatton indicated that the City has only a \$14 million borrowing capacity available, and in order to retain the best possible credit rating, the City should borrow only 70% of its capacity. Councilmember Goettl inquired about the status of the Wastewater budget, noting that rate payers have had a large increase in fees. City Manager Clapper indicated that prior to the construction of the Wastewater Treatment Plant upgrade, Whitewater rated in the low end for fee comparisons, but since the rate increase, Whitewater is in the higher half. Clapper indicated there was no way around the increase.

Finance Director Hatton indicated that the room tax fee would be increased from 5% to 8% for 2018. It was noted that 70% of the room tax revenues charged by hotels/bed and breakfasts are used for tourism, while the remaining 30% is retained by the City for general purposes.

Regarding city employee salaries, Clapper acknowledged that comparison between public and private sector salaries has been requested. He is planning on having more private sector comparison information available for Council in the future. Clapper indicated that the City is pulling all of the stops using all available funding sources to cover operations.

Appreciation was expressed to the Finance Committee for their hard work reviewing the proposed 2018 budget.

**ADOPT-A-PARK PROGRAM.** Parks and Recreation Director Eric Boettcher presented an Adopt-a-Park program, which offers the community an opportunity to partner with the Parks and Recreation Department. The intention would be to work with volunteers from businesses, neighborhoods and organizations to assist with maintenance of certain park areas. It was moved by Allen and seconded by Goettl to accept the Adopt-a-Park program as presented by the Parks and Recreation Department. AYES: McCormick, Schulgit, Grady, Binnie, Goettl, Allen. NOES: None. ABSENT: Singer.

**STRAND ASSOCIATES AMENDMENT NO. 1 TO TASK ORDER 16-04 – FRANKLIN AND ANN STREETS.** It was moved by Goettl and seconded by Allen to approve an amendment to the Task Order relating to the Franklin and Ann Street reconstruction, from \$87,300 to \$101,000, to allow for final design services and bidding related services. AYES: McCormick Schulgit, Grady, Binnie, Goettl, Allen. NOES: None. ABSENT: Singer.

**STRAND ASSOCIATES AMENDMENT NO. 1 TO TASK ORDER 16-02 – ESTERLY STREET AND CLAY STREET RECONSTRUCTION PROJECT.** It was moved by Goettl and seconded by Allen to approve an amendment to the Task Order relating to the Esterly Street reconstruction and the Clay Street utility construction, from \$121,000 to \$147,000, to allow for design services for street and utility reconstruction on Dann Street, between Clay and Milwaukee Street. AYES: McCormick Schulgit, Grady, Binnie, Goettl, Allen. NOES: None. ABSENT: Singer.

**GOOD GOVERNANCE DISCUSSION.** Councilmember Grady introduced a request to adopt a good governance policy, which would apply to both Council and Boards and Commissions. Grady proposed that discussing what time a meeting should occur can be addressed, as there are currently no rules relating to this. Councilmember Goettl asked whether this is about Boards and Commissions or about Landmarks Commission. Grady indicated that it is an issue he has been seeing with Landmarks. Goettl replied that she is not seeing these issues on a regular basis, and she believes this is an attempt to legislate an issue of personal conflict. Grady responded that the Chair of Landmarks insists on holding the meetings at 6:00 p.m. when there is no good reason for it. Grady indicated that three out of the seven people on the Board

come late, and Grady believes this is not good governance. Grady requested that other Councilmember opinions be shared. Councilmember McCormick shared that Parks and Recreation changed their meeting time to 5:30 (from 6:00).

Councilmember Binnie suggested that this issue come forth when the Council President is available.

Grady also noted that special meetings need to be addressed, noting that a special Landmarks meeting was called for the specific purpose of creating a vote of no confidence for Grady, and was held at a time the Commission Chair knew Grady could not attend. Grady indicated there was no excuse for that, especially in light of the fact that both City Manager Clapper and Council President Singer had contacted the Chair and asked for a delay. Grady stated this is not good governance.

Grady also expressed concern about the Landmarks Commission being “dominated” by two families. He believes it is not good that those two families can direct everything that happens at the Landmarks Commission.

Grady requested oversight of boards and commissions, and requested determination of who is in charge of disciplining Boards and Commissions. Grady indicated that had the Chairperson of Landmarks honored the requests of Council President Singer and City Manager Clapper, the City would not have had to do ordinance changes that were recently presented.

Councilmember Grady indicated that he wanted to have a discussion regarding this, but he feels there is no discussion occurring. Councilmember Binnie indicated he is fine with putting the subject on the agenda for the next meeting, to allow for the full Council to participate.

**REQUESTS FOR FUTURE AGENDA ITEMS.** Councilmember Allen requested that details about the use of room tax money be discussed. Councilmember Grady requested that the Council review the parking restrictions on Franklin and Park Streets, particularly as it relates to congestion on the Streets. Councilmember Goettl asked for discussion regarding Walton Drive street lighting.

**ADJOURNMENT.** It was moved by Allen and seconded by Grady to adjourn the meeting. Motion carried by unanimous vote. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Michele R. Smith, Clerk

## Report Criteria:

Detail report.  
Invoices with totals above \$0.00 included.  
Paid and unpaid invoices included.

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
<b>AROPA DESIGNS INC</b>					
880	AROPA DESIGNS INC	AQUATIC CTR/STAFF CLOTHING	12/20/2017	143.00	247-55800-324
Total AROPA DESIGNS INC:				143.00	
<b>BOBCAT OF MADISON INC</b>					
6144	BOBCAT OF MADISON INC	STORMWATER/REPAIR PARTS	12/20/2017	17.67	630-63600-352
Total BOBCAT OF MADISON INC:				17.67	
<b>BURNS INDUSTRIAL SUPPLY</b>					
28	BURNS INDUSTRIAL SUPPLY	STREET/HOSE REPAIRS	12/20/2017	49.34	100-53320-353
Total BURNS INDUSTRIAL SUPPLY:				49.34	
<b>BUSBY INDUSTRIES INC</b>					
8366	BUSBY INDUSTRIES INC	WASTEWATER/RENTAL 11/18-12/17/17	12/20/2017	2,750.00	620-62810-822
Total BUSBY INDUSTRIES INC:				2,750.00	
<b>DEPT OF SAFETY &amp; PROFESSIONAL SVC</b>					
7148	DEPT OF SAFETY & PROFESSI	WASTEWATER/BOILER INSPECTIONS	12/20/2017	120.00	620-62850-242
Total DEPT OF SAFETY & PROFESSIONAL SVC:				120.00	
<b>DEPT OF UTILITIES</b>					
1	DEPT OF UTILITIES	CITY/WATER UTILITIES	12/20/2017	1,481.06	100-51600-221
1	DEPT OF UTILITIES	STREET/WATER UTILITIES	12/20/2017	344.28	100-53230-221
1	DEPT OF UTILITIES	PARKS/WATER UTILITIES	12/20/2017	694.15	100-53270-221
1	DEPT OF UTILITIES	LIBRARY/WATER UTILITES	12/20/2017	245.04	100-55111-221
1	DEPT OF UTILITIES	PARKING LOTS/STORMWATER UTILITES	12/20/2017	249.89	208-51920-650
1	DEPT OF UTILITIES	LIBRARY/RENTAL UTILITIES	12/20/2017	157.56	220-55110-227
1	DEPT OF UTILITIES	AQUATIC CTR/WATER UTILITIES	12/20/2017	2,164.04	247-55700-221
1	DEPT OF UTILITIES	WATER/WATER UTILITIES	12/20/2017	52.15	610-61935-220
1	DEPT OF UTILITIES	WASTEWATER/STORMWATER UTILITIES	12/20/2017	131.29	620-62860-220
1	DEPT OF UTILITIES	STORMWATER/JAMES & BLUFF	12/20/2017	22.83	630-63440-350
1	DEPT OF UTILITIES	INNOVATION CTR/UTILITIES	12/20/2017	470.75	920-56500-221
Total DEPT OF UTILITIES:				6,013.04	
<b>DIGGERS HOTLINE INC</b>					
636	DIGGERS HOTLINE INC	WATER/2017 TICKETS	12/20/2017	32.68	610-61651-350
636	DIGGERS HOTLINE INC	WASTEWATER/2017 TICKETS	12/20/2017	32.68	620-62830-354
636	DIGGERS HOTLINE INC	STORMWATER/2017 TICKETS	12/20/2017	32.69	630-63440-350
Total DIGGERS HOTLINE INC:				98.05	
<b>DIGICORP INC</b>					
4864	DIGICORP INC	IT/SHORECARE SUPPORT	12/20/2017	3,399.00	100-51450-225
Total DIGICORP INC:				3,399.00	

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
<b>DIVERSIFIED BUILDING MTN</b>					
1809	DIVERSIFIED BUILDING MTN	LIBRARY/JANITORIAL SVC	12/20/2017	1,506.00	100-55111-246
1809	DIVERSIFIED BUILDING MTN	INNOVATION CTR/JANITORIAL SVC	12/20/2017	1,302.00	920-56500-246
1809	DIVERSIFIED BUILDING MTN	CRAVATH LAKEFRONT/JANITORIAL SVC	12/20/2017	590.00	100-51600-246
1809	DIVERSIFIED BUILDING MTN	CRAVATH LAKEFRONT/EVENT CLEANING	12/20/2017	150.00	100-51600-246
1809	DIVERSIFIED BUILDING MTN	COMM BLDG/JANITORIAL SVC	12/20/2017	956.00	100-51600-246
1809	DIVERSIFIED BUILDING MTN	CITY HALL/JANITORIAL SVC	12/20/2017	3,800.00	100-51600-246
1809	DIVERSIFIED BUILDING MTN	ARMORY/JANITORIAL SVC	12/20/2017	1,193.00	100-51600-246
1809	DIVERSIFIED BUILDING MTN	AQUATIC CTR/JANITORIAL SVC	12/20/2017	719.00	247-55500-246
Total DIVERSIFIED BUILDING MTN:				10,216.00	
<b>ENERGAGE LLC</b>					
8378	ENERGAGE LLC	GEN ADMN/LEADERSHIP INTELLIGENCE SURVEY	12/20/2017	3,150.00	100-51400-217
Total ENERGAGE LLC:				3,150.00	
<b>FEI WORKFORCE RESILIENCE</b>					
8120	FEI WORKFORCE RESILIENCE	COURT/EMPLOYEE ASSISTANCE	12/20/2017	37.20	100-51200-153
8120	FEI WORKFORCE RESILIENCE	GEN ADMN/EMPLOYEE ASSISTANCE	12/20/2017	148.80	100-51400-153
8120	FEI WORKFORCE RESILIENCE	FINANCE/EMPLOYEE ASSISTANCE	12/20/2017	74.40	100-51500-153
8120	FEI WORKFORCE RESILIENCE	GEN BLDG/EMPLOYEE ASSISTANCE	12/20/2017	37.20	100-51600-153
8120	FEI WORKFORCE RESILIENCE	POLICE ADMN/EMPLOYEE ASSISTANCE	12/20/2017	93.00	100-52100-153
8120	FEI WORKFORCE RESILIENCE	POLICE PATROL/EMPLOYEE ASSISTANCE	12/20/2017	316.20	100-52110-153
8120	FEI WORKFORCE RESILIENCE	POLICE INV/EMPLOYEE ASSISTANCE	12/20/2017	74.40	100-52120-153
8120	FEI WORKFORCE RESILIENCE	NEIGHBORHOOD SVC/EMPLOYEE ASSISTANCE	12/20/2017	93.00	100-52400-153
8120	FEI WORKFORCE RESILIENCE	DISPATCH/EMPLOYEE ASSISTANCE	12/20/2017	130.20	100-52600-153
8120	FEI WORKFORCE RESILIENCE	PARKS/EMPLOYEE ASSISTANCE	12/20/2017	37.20	100-53270-153
8120	FEI WORKFORCE RESILIENCE	STREET/EMPLOYEE ASSISTANCE	12/20/2017	148.80	100-53300-153
8120	FEI WORKFORCE RESILIENCE	LIBRARY/EMPLOYEE ASSISTANCE	12/20/2017	279.00	220-55110-153
8120	FEI WORKFORCE RESILIENCE	REC/EMPLOYEE ASSISTANCE	12/20/2017	55.80	100-55210-153
8120	FEI WORKFORCE RESILIENCE	SENIORS/EMPLOYEE ASSISTANCE	12/20/2017	18.60	100-55310-153
8120	FEI WORKFORCE RESILIENCE	CDA/EMPLOYEE ASSISTANCE	12/20/2017	18.60	900-56500-151
8120	FEI WORKFORCE RESILIENCE	CABLE/EMPLOYEE ASSISTANCE	12/20/2017	18.60	200-55110-153
8120	FEI WORKFORCE RESILIENCE	WATER/EMPLOYEE ASSISTANCE	12/20/2017	93.00	610-61926-150
8120	FEI WORKFORCE RESILIENCE	WASTEWATER/EMPLOYEE ASSISTANCE	12/20/2017	148.80	620-62820-120
8120	FEI WORKFORCE RESILIENCE	AQUATIC CTR/EMPLOYEE ASSISTANCE	12/20/2017	37.20	247-55100-153
Total FEI WORKFORCE RESILIENCE:				1,860.00	
<b>FRAWLEY OIL CO INC</b>					
133	FRAWLEY OIL CO INC	FUEL/NOVEMBER 2017	12/20/2017	6,330.80	100-16600
133	FRAWLEY OIL CO INC	POLICE/NOVEMBER FILL UPS	12/20/2017	44.18	100-52110-351
Total FRAWLEY OIL CO INC:				6,374.98	
<b>JAECKEL BROS INC</b>					
493	JAECKEL BROS INC	WATER/BLUFF RD	12/20/2017	700.00	610-61651-350
493	JAECKEL BROS INC	WATER/2nd & WHITEWATER ST	12/20/2017	1,565.05	610-61651-350
Total JAECKEL BROS INC:				2,265.05	
<b>JOHNS DISPOSAL SERVICE INC</b>					
42	JOHNS DISPOSAL SERVICE IN	CITY/BULK	12/20/2017	4,318.92	230-53600-219
42	JOHNS DISPOSAL SERVICE IN	CITY/RECYCLING	12/20/2017	6,744.98	230-53600-295
42	JOHNS DISPOSAL SERVICE IN	CITY/REFUSE	12/20/2017	21,621.26	230-53600-219

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total JOHNS DISPOSAL SERVICE INC:				32,685.16	
<b>KRIZSAN'S TREE SERVICE INC</b>					
394	KRIZSAN'S TREE SERVICE INC	STORMWATER/TREE REMOVAL	12/20/2017	4,750.00	630-63600-340
Total KRIZSAN'S TREE SERVICE INC:				4,750.00	
<b>LINCOLN CONTRACTORS SUPP INC</b>					
165	LINCOLN CONTRACTORS SUP	SIDEWALKS/DEWATERING PUMP	12/20/2017	942.26	280-57500-805
165	LINCOLN CONTRACTORS SUP	SIDEWALK/CONCRETE FINISHING BRUSH	12/20/2017	23.98	280-57500-805
165	LINCOLN CONTRACTORS SUP	SIDEWALK/REPAIRS	12/20/2017	138.00	280-57500-805
Total LINCOLN CONTRACTORS SUPP INC:				1,104.24	
<b>MENARD INC</b>					
494	MENARD INC	WASTEWATER/REPAIR SUPPLIES	12/20/2017	190.85	620-62860-357
494	MENARD INC	WATER/TOOLS	12/20/2017	171.30	610-61935-350
494	MENARD INC	AQUATIC CTR/WALL PAINT	12/20/2017	38.04	247-55700-355
Total MENARD INC:				400.19	
<b>MIDSTATE EQUIPMENT-JANESVILLE</b>					
1470	MIDSTATE EQUIPMENT-JANES	STREET/JOHN DEERE BROOM TRACTOR PARTS	12/20/2017	55.40	100-53320-353
Total MIDSTATE EQUIPMENT-JANESVILLE:				55.40	
<b>MILPORT ENTERPRISES INC</b>					
1408	MILPORT ENTERPRISES INC	WASTEWATER/CHEMICALS	12/20/2017	4,412.05	620-62840-341
1408	MILPORT ENTERPRISES INC	WATER/CHEMICALS	12/20/2017	1,037.00	610-61630-341
Total MILPORT ENTERPRISES INC:				5,449.05	
<b>NORTHERN LAKE SERVICE INC</b>					
1335	NORTHERN LAKE SERVICE INC	WATER/LEAD	12/20/2017	15.23	610-61630-340
Total NORTHERN LAKE SERVICE INC:				15.23	
<b>OFFICE DEPOT</b>					
4146	OFFICE DEPOT	COURT/OFFICE SUPPLIES	12/20/2017	62.07	100-51200-310
Total OFFICE DEPOT:				62.07	
<b>PEPSI-COLA</b>					
7941	PEPSI-COLA	AQUATIC CTR/CONCESSIONS	12/20/2017	223.36	247-55800-342
Total PEPSI-COLA:				223.36	
<b>PONTEL GARAGE DOOR &amp; ANTENNA</b>					
1872	PONTEL GARAGE DOOR & ANT	STREET/SHOP DOOR REPAIRS	12/20/2017	550.00	100-53230-340
Total PONTEL GARAGE DOOR & ANTENNA:				550.00	
<b>REGISTRATION FEE TRUST</b>					
4619	REGISTRATION FEE TRUST	POLICE INV/2011 CHEVY LICENSE RENEWAL	12/20/2017	75.00	100-52120-340
Total REGISTRATION FEE TRUST:				75.00	



Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
<b>SCHUMACHER, CHAD P</b>					
8020	SCHUMACHER, CHAD P	WASTEWATER/ELECTRIC MOTOR	12/20/2017	1,430.05	620-62850-357
Total SCHUMACHER, CHAD P:				1,430.05	
<b>STRAND ASSOCIATES INC</b>					
358	STRAND ASSOCIATES INC	STORMWATER/TMDL STORMWATER PLAN	12/20/2017	610.03	630-63440-820
Total STRAND ASSOCIATES INC:				610.03	
<b>SUPERIOR PLUMBING</b>					
6612	SUPERIOR PLUMBING	GEN BLDG/BASEMENT SEWER REPAIR	12/20/2017	250.00	100-51600-355
Total SUPERIOR PLUMBING:				250.00	
<b>TDS</b>					
8137	TDS	IT/DISPPATCH 911	12/20/2017	319.64	100-51450-225
Total TDS:				319.64	
<b>TRANS UNION LLC</b>					
1378	TRANS UNION LLC	POLICE ADMN/CREDIT SEARCHES	12/20/2017	18.44	100-52100-219
Total TRANS UNION LLC:				18.44	
<b>UW WHITEWATER</b>					
8	UW WHITEWATER	GEN BLDG/JANITORIAL SUPPLIES	12/20/2017	20.11	100-51600-355
8	UW WHITEWATER	GEN BLDG/JANITORIAL SUPPLIES	12/20/2017	142.50	100-51600-355
8	UW WHITEWATER	AQUATIC CTR/JANITORIAL SUPPLIES	12/20/2017	305.55	247-55700-355
8	UW WHITEWATER	INNOVATION CTR/JANITORIAL SUPPLIES	12/20/2017	47.97	920-56500-250
8	UW WHITEWATER	AQUATIC CTR/JANITORIAL SUPPLIES	12/20/2017	298.80	247-55700-355
8	UW WHITEWATER	PARKS/PAPER	12/20/2017	30.22	100-53270-340
8	UW WHITEWATER	PARKS/INSECTICIDE	12/20/2017	49.42	100-53270-340
8	UW WHITEWATER	GEN BLDG/JANITORIAL SUPPLIES	12/20/2017	161.67	100-51600-340
8	UW WHITEWATER	GEN BLDG/VACUUM BREAKER KIT	12/20/2017	14.77	100-51600-340
8	UW WHITEWATER	GEN BLDG/JANITORIAL SUPPLIES	12/20/2017	242.76	100-51600-340
8	UW WHITEWATER	PARKS/LIGHTING	12/20/2017	72.23	100-53270-245
8	UW WHITEWATER	WASTEWATER/TOWELS	12/20/2017	39.96	620-62840-340
8	UW WHITEWATER	GEN BLDG/RETRO FIT KIT	12/20/2017	258.04	100-51600-340
Total UW WHITEWATER:				1,684.00	
<b>VANDEWALLE &amp; ASSOCIATES</b>					
27	VANDEWALLE & ASSOCIATES	NEIGHBORHOOD SVC/2016 COMP PLAN UPDATE	12/20/2017	18.75	100-52400-220
Total VANDEWALLE & ASSOCIATES:				18.75	
<b>WALWORTH CO PUBLIC WORKS DEPT</b>					
2484	WALWORTH CO PUBLIC WORK	STREET/2017 CLEAN SWEEP	12/20/2017	1,500.00	100-53100-345
Total WALWORTH CO PUBLIC WORKS DEPT:				1,500.00	
<b>WIS DEPT OF TRANSPORTATION</b>					
1236	WIS DEPT OF TRANSPORTATI	PARKS/2018 RAILROAD RIGHT OF WAY	12/20/2017	65.00	100-53270-295
Total WIS DEPT OF TRANSPORTATION:				65.00	

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
Grand Totals:				<u>87,721.74</u>	

Dated: \_\_\_\_\_ 12/14/2017 \_\_\_\_\_

Finance Director: \_\_\_\_\_ STEVE HATTON \_\_\_\_\_

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.



Public Works Committee Meeting  
October 18, 2017  
6:00 a.m.  
Cravath Lakefront Room  
Municipal Building-2nd Floor  
312 W Whitewater St  
Whitewater, WI 53190

### Minutes

#### **1. Call to order and roll call.**

Meeting was called to order at 6:03 am by Stephanie Goettl. The meeting was held in the Cravath Lakefront Room

Present: Stephanie Goettl, Jim Allen, Carol McCormack

Absent: None

Others: Cameron Clapper (City Manager), Brad Marquardt(Public Works Director), Steve Hatton (Director of Finance/Administrative Services), Chuck Nass (Streets/Parks/Forestry Superintendent), and Rick Lien (Water Superintendent).

#### **2. Approval of minutes from August 22, 2017**

Motion by Allen, Second by McCormack to approve minutes as posted

Aye: All via voice vote (3)

Nay: None

Absent: None

#### **3. 2018 Operating Budget review of the following departments and funds: (Corresponding page numbers are from the 2018 Budget Proposal presented to the Common Council on October 3, 2017)**

Committee reviewed and discussed the following items as presented by Steve Hatton and Cameron Clapper.

##### **A. Public Works (*page 40*)**

- i. Administration (53100- *page 41*)
- ii. Shop / Fleet Operations (53230-*page 42*)
- iii. Street Maintenance (53300- *page 43*)
- iv. Street Ice-Snow (53320-*page 44*)
- v. Street Lights (53420-*page 45*)
- vi. Fund 215 Equipment Replacement (*page 46*)
- vii. Fund 230 Solid Waste / Recycling (*page 47*)

- viii. Fund 250 – Forestry (*page 48*)
- ix. Fund 280 - Street Repair (*page 49*)

**B. Capital Improvement Plan**

Construction projects moving forward total \$3,980,248. The break down is as follows:

Sewer	\$854,228
Water	\$788,875
Storm	\$706,694
Street	\$1,630,451

Request in 2019 in 5 million for the library and 1.018 million for Parks and Recreation.

Water department will need approximately 7.339 million for a new water tower and 5 other capital projects in between 2022-2027. Well 7 reservoir will total \$2,969,000 million and the other 5 projects are broken down as follows:

Water Main Improvements
Franklin/Wisconsin \$1,360,000
LSP/Enterprise: \$1,180,000
Well 9/RR: \$470,000
Tratt/Prairie Village: \$910,000
Pearson/Main: \$450,000

The City would borrow the funds to cover Capital Projects which will then produce an annual payment of \$531,593.

**4. Future Agenda Items**

Regular Meetings to occur between Clapper, Marquardt and Goettl.

Water rate increase-backfill a rate comparison to show what the City would have paid in order to avoid the huge rate change in water.

**5. Adjournment**

Meeting adjourned by Jim Allen at ?, second by Carol McCormick

Aye: All via voice vote (3)

Nay: None

Absent: None

**City of Whitewater**  
**2018 Salary Resolution**

**WHEREAS**, the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, set forth the wage and salary schedule in which wages are established for employees during 2018.

**NOW THEREFORE, BE IT RESOLVED** by the Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, that the following ranges and numbers of employees in the 2018 Wage and Salary Schedule are hereby adopted pursuant to Wisconsin Statutes: and

**BE IT FURTHER RESOLVED** that the contents of this resolution shall supersede such previously adopted schedules where the subject matter between the two shall be in conflict, and the changes contained herein shall be effective beginning January 1, 2018.

Position	Department	FTE	2017 Schedule	2017 Grade	Effective	Minimum Hourly	Maximum Hourly	Minimum Annual	Maximum Annual
Program Attendants	Parks and Recreation		VIII	-	01/01/2018	\$7.25	\$8.25	\$15,080.00	\$17,160.00
Cable TV Camera Operators	PR and Communications	0.62	VIII	-	01/01/2018	\$7.25	\$9.75	\$15,080.00	\$20,280.00
Seasonal Laborer	Public Works - Streets/Parks/Forestry		VIII	-	01/01/2018	\$7.25	\$9.75	\$15,080.00	\$20,280.00
Activity Instructors	Parks and Recreation		VIII	-	01/01/2018	\$7.75	\$8.75	\$16,120.00	\$18,200.00
Activity Leaders / Lifeguards & WSI Aide	Parks and Recreation		VIII	-	01/01/2018	\$9.25	\$11.50	\$19,240.00	\$23,920.00
Municipal Judge	Administration	0.66	I	-	01/01/2018			\$21,088.71	\$21,088.71
Election Inspectors	Administration		VIII	-	01/01/2018	\$10.00	\$10.00	\$20,800.00	\$20,800.00
Desk Staff	Parks and Recreation		VIII	-	01/01/2018	\$10.00	\$15.00	\$20,800.00	\$31,200.00
Lab Assistant	Public Works - Wastewater	0.25	V	A	01/01/2018	\$10.20	\$11.62	\$21,216.00	\$24,173.24
Neighborhood Services Officer	Neighborhood Services	1.00	VII	-	01/01/2018	\$10.75		\$22,360.00	
Community Service Officer	Police	1.00	VII	-	01/01/2018	\$10.75		\$22,360.00	
Chief Election Inspectors	Administration		VIII	-	01/01/2018	\$12.00	\$12.00	\$24,960.00	\$24,960.00
Customer Service Specialist	Library	3.15	III	A2	01/01/2018	\$13.60	\$16.48	\$28,288.00	\$34,285.89
Certified Instructors	Parks and Recreation		VIII	-	01/01/2018	\$15.00	\$20.00	\$31,200.00	\$41,600.00
Outreach Services Specialist	Library	1.16	III	A3	01/01/2018	\$15.45	\$18.73	\$32,136.00	\$38,951.64
Technical Services Specialist	Library	1.61	III	A3	01/01/2018	\$15.45	\$18.73	\$32,136.00	\$38,951.64
Programming and Makerspace Librarian	Library	0.75	III	A3	01/01/2018	\$15.45	\$18.73	\$32,136.00	\$38,951.64
Administrative Assistant I - Utilities	Public Works	1.00	II	A	01/01/2018	\$15.69	\$18.73	\$32,635.20	\$38,951.64
Customer Service Coordinator	Parks and Recreation	1.00	II	A	01/01/2018	\$15.69	\$18.73	\$32,635.20	\$38,951.64
Senior Coordinator (Part time)	Parks and Recreation	0.88	II	A	01/01/2018	\$15.69	\$18.73	\$32,635.20	\$38,951.64
Administrative Assistant II - Records Technician	Police	2.50	II	A	01/01/2018	\$15.69	\$18.73	\$32,635.20	\$38,951.64
Custodian/Groundskeeper	Public Works - Wastewater		V	B	01/01/2018	\$15.72	\$19.13	\$32,697.60	\$39,796.12
Recreation Program Coordinator	Parks and Recreation	1.00	II	B	01/01/2018	\$16.81	\$20.36	\$34,964.80	\$42,350.67
Clerk of Court (Part-time)	Administration	0.75	II	B	01/01/2018	\$16.81	\$20.36	\$34,964.80	\$42,350.67
Deputy Clerk	Administration	1.00	II	B	01/01/2018	\$16.81	\$20.36	\$34,964.80	\$42,350.67
Executive Assistant	Administration	1.00	II	B	01/01/2018	\$16.81	\$20.36	\$34,964.80	\$42,350.67
Accounting Technician II - Payroll & Accounts Payable	Finance	1.00	II	B	01/01/2018	\$16.81	\$20.36	\$34,964.80	\$42,350.67
Accounting Technician II- Utilities	Finance	1.00	II	B	01/01/2018	\$16.81	\$20.36	\$34,964.80	\$42,350.67
Administrative Assistant I- Neighborhood Services	Neighborhood Services	1.00	II	B	01/01/2018	\$16.81	\$20.36	\$34,964.80	\$42,350.67
Dispatch / Records Communications Aide	Police	6.50	IV	-	01/01/2018	\$17.63	\$20.22	\$36,670.40	\$42,055.10
Youth Educational Services Librarian	Library	1.00	III	A4	01/01/2018			\$37,997.67	\$46,034.75
GIS Technician	Neighborhood Services	1.00	II	C	01/01/2018			\$37,997.67	\$46,034.75
Laborer II	Public Works - Streets/Parks/Forestry		V	C	01/01/2018	\$18.37	\$21.84	\$38,209.60	\$45,433.02

**City of Whitewater**  
**2018 Salary Resolution**

Position	Department	FTE	2017 Schedule	2017 Grade	Effective	Minimum Hourly	Maximum Hourly	Minimum Annual	Maximum Annual
CDA - Economic Development Specialist	Community Development Authoity	0.50	II	D	01/01/2018			\$41,035.72	\$49,717.56
Human Resources Coordinator	Administration	1.00	II	D	01/01/2018			\$41,035.72	\$49,717.56
Sports Officials	Parks and Recreation		VIII	-	01/01/2018	\$20.00	\$25.00	\$41,600.00	\$52,000.00
Communications Coordinator	Police	1.00	IV	-	01/01/2018	\$20.38	\$23.41	\$42,390.40	\$48,684.27
Building Maintenance	Parks and Recreation	2.00	V	D	01/01/2018	\$20.56	\$24.11	\$42,764.80	\$50,141.00
Public Relations / Communications Manager	PR and Communications	1.00	II	E	01/01/2018			\$45,036.56	\$54,563.91
Aquatic Director	Parks and Recreation	1.00	II	E	01/01/2018			\$45,036.56	\$54,563.91
Recreation & Community Events Programmer	Parks and Recreation	1.00	II	E	01/01/2018			\$45,036.56	\$54,563.91
Support Services Manager	Police	1.00	II	E	01/01/2018			\$45,036.56	\$54,563.91
Engineering Technician	Public Works		V	E	01/01/2018	\$23.01	\$26.24	\$47,860.80	\$54,574.52
Code Enforcement / Building Maintenance	Neighborhood Services		V	E	01/01/2018	\$23.01	\$26.24	\$47,860.80	\$54,574.52
Laborer I	Public Works - Streets/Parks/Forestry	8.00	V	E	01/01/2018	\$23.01	\$26.24	\$47,860.80	\$54,574.52
Mechanic	Public Works - Streets/Parks/Forestry	1.00	V	E	01/01/2018	\$23.01	\$26.24	\$47,860.80	\$54,574.52
Wastewater Lab Manager	Public Works - Wastewater	1.00	V	I	01/01/2018	\$24.57	\$27.82	\$51,105.60	\$57,867.99
Wastewater Operator	Public Works - Wastewater	4.00	V	E-H	01/01/2018	\$23.01	\$27.31	\$47,860.80	\$56,812.39
Water Operator	Public Works - Water	3.00	V	E-H	01/01/2018	\$23.01	\$27.31	\$47,860.80	\$56,812.39
City Clerk	Administration	1.00	II	F	01/01/2018			\$48,556.79	\$58,827.07
Assistant Library Director	Library	1.00	III	A5	01/01/2018			\$48,556.79	\$58,827.07
Controller	Finance	1.00	II	H	01/01/2018			\$55,596.99	\$67,357.60
Patrol Officer <sup>2</sup>	Police	14.00	VI	-	01/01/2018	\$26.52	\$31.12	\$55,161.60	\$64,729.60
City Attorney	Administration	0.50	I	-	01/01/2018			\$56,588.32	\$56,588.32
Neighborhood Services Director	Neighborhood Services	1.00	II	H	01/01/2018			\$55,596.99	\$67,357.60
IT Manager	Administration	1.00	II	I	01/01/2018			\$59,115.92	\$71,620.73
Library Director	Library	1.00	III	A6	01/01/2018			\$62,634.59	\$75,885.21
Parks & Recreation Director	Parks and Recreation	1.00	II	J	01/01/2018			\$62,634.59	\$75,885.21
Streets, Parks & Forestry Superintendent	Public Works - Streets/Parks/Forestry	1.00	II	J	01/01/2018			\$62,634.59	\$75,885.21
Wastewater Plant Superintendent	Public Works - Wastewater	1.00	II	J	01/01/2018			\$62,634.59	\$75,885.21
Water Superintendent	Public Works - Water	1.00	II	J	01/01/2018			\$62,634.59	\$75,885.21
CDA Director	Community Development Authoity	1.00	II	J	01/01/2018			\$66,156.12	\$75,885.21
Detective <sup>2</sup>	Police	2.00	VI	-	01/01/2018	\$32.67		\$67,953.60	
Juvenile Officer <sup>2</sup>	Police	1.00	VI	-	01/01/2018	\$32.67		\$67,953.60	
Vacant Grade			II	L	01/01/2018			\$69,675.06	\$84,415.72
WIAA Sports Officials	Parks and Recreation		VIII	-	01/01/2018	\$35.00	\$35.00	\$72,800.00	\$72,800.00
Vacant Grade			II	M	01/01/2018			\$73,313.65	\$88,236.28
Detective Lieutenant <sup>2</sup>	Police	1.00	VI	-	01/01/2018	\$35.68		\$74,214.40	
Lieutenant <sup>2</sup>	Police	4.00	VI	-	01/01/2018	\$35.68		\$74,214.40	
Director of Public Works/City Engineer	Public Works	1.00	II	N	01/01/2018			\$77,345.90	\$93,089.28
Finance & Administrative Services Director	Finance / Administration	1.00	II	N	01/01/2018			\$77,345.90	\$93,089.28
Vacant Grade			II	O	01/01/2018			\$81,599.92	\$98,209.19
Captain	Police	1.00	VI	-	01/01/2018			\$84,308.98	\$85,573.61

**City of Whitewater**  
2018 Salary Resolution

Position	Department	FTE	2017 Schedule	2017 Grade	Effective	Minimum Hourly	Maximum Hourly	Minimum Annual	Maximum Annual
Chief of Police	Police	1.00	I	-	01/01/2018			\$93,719.16	\$93,719.16
City Manager	Administration	1.00	I	-	01/01/2018			\$95,990.95	\$95,990.95

94.8

<sup>1</sup> Annual Minimum and Maximum are estimated based on a full time schedule of 2080 hours. These amounts do not reflect a guaranteed annual sum for hourly employees.

<sup>2</sup> WPPA and WPPSA Contract Wages based on 2015 to 2017 CBA. 2018 to 2019 Agreement not yet established as of the date of this Survey 12.12.2017. Specific grades for Patrol Officer

<sup>3</sup> Benefit eligible staff hired prior to 11/20/2017 will be guaranteed a minimum wage adjustment based upon the schedule published in the 2017 Salary Resolution. All wage adjustments are

Resolution introduced by Councilmember \_\_\_\_\_, who moved its adoption. Seconded by Councilmember \_\_\_\_\_.

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

Signatures:

\_\_\_\_\_  
Cameron Clapper, City Manager

\_\_\_\_\_  
Michele R Smith, City Clerk



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: **12/19/2017**

ITEM: **Citizen Committee Appointments**

PRESENTER: **City Manager & Common Council President**

PREVIOUS ACTION, IF ANY: **None.**

**SUMMARY OF ITEM BEING PRESENTED:**

**The process for the appointment of board, commission, and committee members is outlined in the Whitewater Municipal Code as follows:**

**2.12.011**

**(a) The city manager and the common council president shall review all board, commission and committee applicants and recommend nominees to the common council.**

**(b) After considering the candidates nominated to the various boards, commissions, and committees, the common council shall appoint the members of said boards, commissions, or committees.**

**Included with this memo are the applications of three individuals who have requested the opportunity to sit on a municipal committee. Staff will be contacting applicants prior to the meeting Tuesday and will provide additional support regarding recommended appointments at or before the meeting.**

**BUDGET IMPACT, IF ANY: None.**

**STAFF RECOMMENDATION: To be provided at the meeting.**

**ATTACHMENT(S) INCLUDED (If none, please state):**

**Citizen Applications (as received by the City Clerk)**

**FOR MORE INFORMATION CONTACT:**

**Cameron Clapper, [cclapper@whitewater-wi.gov](mailto:cclapper@whitewater-wi.gov), 262-473-0100.**



Name (Print): Aranda Miguel  Date: 11/3/2017  
Last First Middle

E-mail address: miguelaranda89@yahoo.com

## Ethics Commission

Grew up in Whitewater, married, 27 years old, 2 children,  
work in University, involved in Hispanic Task Force, BBA in International  
Working on MBA-Finance Emphasis. Business & Econ Minor,

1. Jim Winship Phone: 262-215-1492

2. Jorge Islas Phone: 414-418-8424

Signature 

Regular Board and Commission members are expected to attend at least three-quarters of the Board meetings each year. Alternate members are always welcome to attend all meetings, but are not required to attend meetings unless requested.

**RETURN THIS FORM TO:** City Clerk, 312 W. Whitewater St., P.O. Box 178, Whitewater, WI 53190 – [msmith@whiewater-wi.gov](mailto:msmith@whiewater-wi.gov) (262) 473-0102

Revision Date: 2017-0802

Community Inv.  
Carter, T.



CITIZEN SERVICE INFORMATION FORM

Name (Print): CARTER TONNETTA D Date: 11/27/17  
Last First Middle

Home Address: 310 W. TRATT ST. APT 252, WHITEWATER, WI 53190

Business Name: UNIVERSITY OF WISCONSIN (STUDENT)

Business Address: 800 W. MAIN STREET WHITEWATER, WI 53190

Telephone (Home): (414) 213-5087 (Work): —

E-mail address: CARTERTNO6@UW-WI.EDU

Which Boards, Commissions, and/or Committees interest you?

COMMUNITY INVOLVEMENT & CABLE TV COMMISSION

Please give a brief overview of your background, experience, interest, or concerns in the above areas:

I PREVIOUSLY SERVED ON WHITEWATER STUDENT GOVERNMENT (WSG) AS A SENIOR & DIRECTOR OF STUDENT AFFAIRS. IN MY ROLE, I COORDINATED SEXUAL-ASSAULT CAMPAIGNS, COORDINATED OUR EVENTS, MOTIVATED STUDENT AT EACH LOCATION, FORMULATED SUGGESTIONS WITH ADMINISTRATION, AND SERVED ON A NUMBER OF COMMITTEES AIMED TOWARDS IMPROVING STUDENT LIFE. I BELIEVE MY EXPERIENCE CAN FURTHER SERVE THE COMMUNITY OF WHITEWATER.

References:

1. JAN BILGREN Phone: (262) 949-0148

2. SARAH SUTER Phone: (608) 577-8634

[Signature]  
Signature

Regular Board and Commission members are expected to attend at least three-quarters of the Board meetings each year. Alternate members are always welcome to attend all meetings, but are not required to attend meetings unless requested.

RETURN THIS FORM TO: City Clerk, 312 W. Whitewater St., P.O. Box 178, Whitewater, WI 53190 — [msmith@whitewater-wi.gov](mailto:msmith@whitewater-wi.gov) (262) 473-0102

Revision Date: 2017-0802



## CITIZEN SERVICE INFORMATION FORM

Name (Print): Spear Hunter Thomas G. Date: 11/04/17  
Last First Middle

Home Address: 228 N. George St. Whitewater, WI 53190

Business Name: Aropa Designs Inc.

Business Address: 144 W. Main St. Whitewater, WI 53190

Telephone (Home): 262-745-3864 (Work): 262-473-3370

E-mail address: htgspear@gmail.com

Which Boards, Commissions, and/or Committees interest you?

Plan and Architectural Review Commission

Please give a brief overview of your background, experience, interest, or concerns in the above areas:

I grew up in Whitewater and would like to make a difference in the community. I am currently a senior at UW-Whitewater studying Accounting. I have my real estate license and own properties in town.

References:

1. Russell Walton Phone: 262-903-3450

2. Marv Krohn Phone: 608-792-7504

HT-S  
Signature

Regular Board and Commission members are expected to attend at least three-quarters of the Board meetings each year. Alternate members are always welcome to attend all meetings, but are not required to attend meetings unless requested.

**RETURN THIS FORM TO:** City Clerk, 312 W. Whitewater St., P.O. Box 178, Whitewater, WI 53190 – [msmith@whitewater-wi.gov](mailto:msmith@whitewater-wi.gov) (262) 473-0102

Revision Date: 2017-0802



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: **12/19/2017**

ITEM: **Scott Street Design & Parking**

PRESENTER: **Council Member Lynn Binnie**

PREVIOUS ACTION, IF ANY: **None.**

**SUMMARY OF ITEM BEING PRESENTED:**

**The Plan and Architectural Review Commission discussed a possible change to Scott Street on both September 11 and October 9 of 2017. Scott Street is very narrow and for most of the length of the street, the width is no wider than a typical alleyway. Traffic on Scott Street however, has increased over time with many residents in the area now using Scott Street to avoid the difficult intersection at Walworth Avenue and Janesville Street.**

**As part of the Plan and Architectural Review Commission discussion, strategies were proposed that may help reduce the volume of traffic on Scott Street and thereby improve safety for residents and pedestrians in the area.**

BUDGET IMPACT, IF ANY: **None at this time.**

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: **The Plan and Architectural Review Commission discussed a possible change to Scott Street on both September 11 and October 9 of 2017.**

STAFF RECOMMENDATION: **None.**

RECOMMENDED MOTION: **None.**

ATTACHMENT(S) INCLUDED (If none, please state):

**Plan and Architectural Commission Report on Scott Street**

FOR MORE INFORMATION CONTACT:

**Cameron Clapper, [cclapper@whitewater-wi.gov](mailto:cclapper@whitewater-wi.gov), 262-473-0100**

**Chris Munz-Pritchard, [cmunz-pritchard@whitewater-wi.gov](mailto:cmunz-pritchard@whitewater-wi.gov), 262-473-0143.**



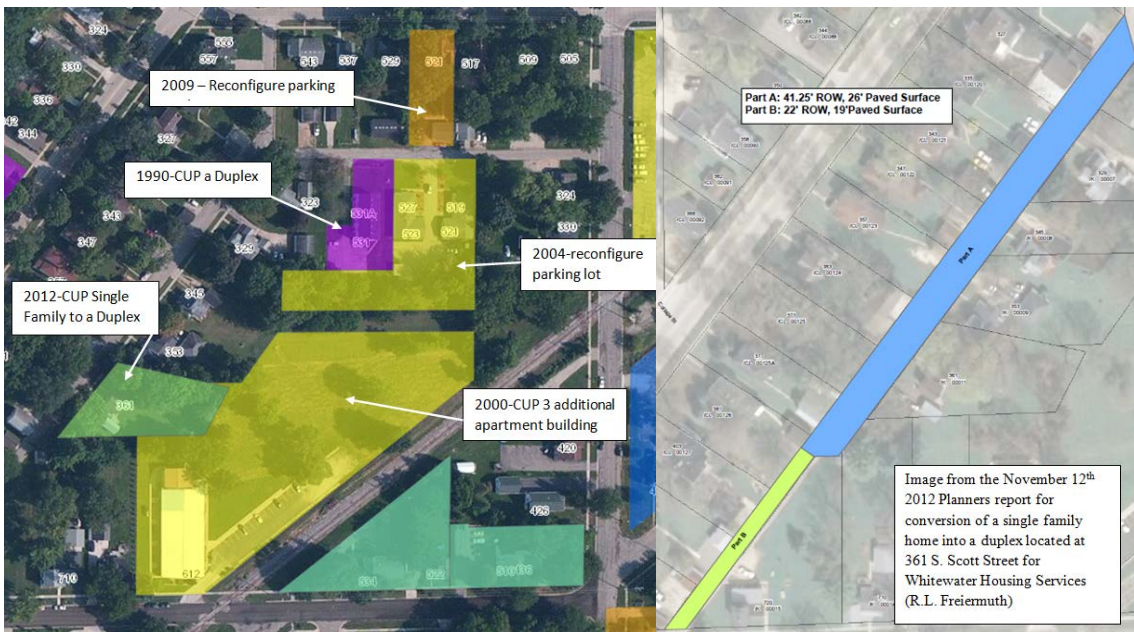
## MEMORANDUM

To: Lynn Binnie Aldermanic District 4  
From: Christine Munz-Pritchard City Planner  
Date: November 7th, 2017  
Re: **Conceptual Review of Scott Street.**

---

### Scott Street:

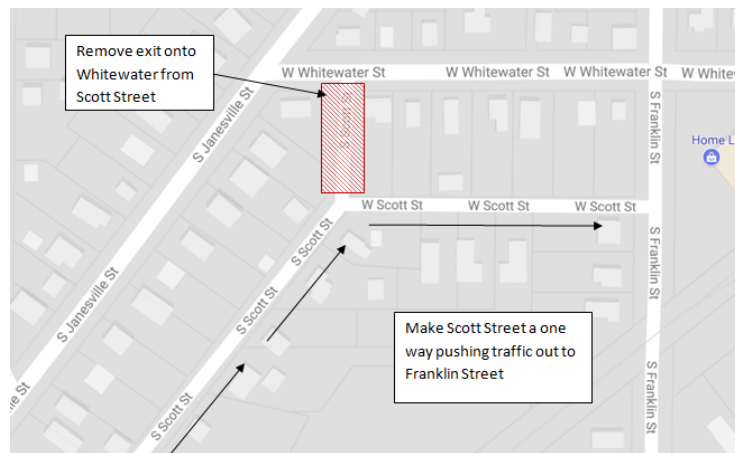
At the Monday, September 11, 2017, Whitewater Plan and Architectural Review Commission meeting, were issues regarding Scott Street infrastructure was discussed as part of the Conditional Use Permit application to allow for the conversion of a single-family home into a duplex at 329 S Scott Street (the CUP has since been pulled by the developer). Scott Street was essentially designed as an alley way. The increase in density over the years is requiring the City to look at improvements to upgrade the infrastructure in the area. This is illustrated in the map below showing the number of CUP's in the area increasing density or parking and a map showing the narrowness of Scott Street presented during a CUP in 2012.



After the September 11 meeting I met with Chuck Nass, the Streets, Parks and Forestry Superintendent, to discuss possible short term and long-term solutions for this area. Long term would deal with better traffic control at the Five Points intersection at Walworth Ave and Janesville St and a universal parking area for much of the higher density housing. The short-term solution is to vacate the small portion of S Scott Street and turn the right of way back to

12/15/2017 19 of 53

the adjacent land owners (see picture below), with W Scott Street becoming a one way from Walworth Street to Franklin Street. Currently no utilities would be affected by this change.



Area residents were notified that possible improvements to Scott Street would be on the agenda for the October 9, 2017 Plan Commission meeting. At that meeting the proposed viable short-term solution was discussed. Notice to residents was sent out to discuss possible improvements to Scott Street. After citizens' comments, there was a motion that this topic be brought to the City Council by Lynn Binnie. The proposed changes included eliminating parking on Scott Street, with allowance for temporary exceptions by special arrangement with the City, and removing the exit onto Whitewater Street from Scott Street (see red area above in map). It should be noted that the sidewalk along the removed area of Scott Street would stay open per request of the Planning Commission (see map below).



The following are the ordinance amendments that would be required if the Common Council accepts this recommendation. Street Index of Parking Restrictions 11.16.150 and Stop Signs 11.12.011.

<i>Street Index of Parking Restrictions 11.16.150 (Current Ordinance)</i>				
S	Scott St	West side; from W Whitewater, south to W Walworth	11.16.080	No parking
S	Scott St	East side; from the south curb line of W Whitewater, south to a point 158 feet south	11.16.080	No parking

<i>Street Index of Parking Restrictions 11.16.150 (Change Ordinance)</i>				
S	Scott St	Both sides; from W Whitewater, south to S Franklin St.	11.16.080	No parking

With the removal of South Scott Street this will change the stop sign ordinance.

<i>Stop Sign 11.12.011 (Current Ordinance)</i>	
SCOTT STREET, SOUTH	Southbound at W. Walworth Street
SCOTT STREET, SOUTH	Northbound at W. Whitewater Street
SCOTT STREET, WEST	Eastbound at S. Franklin Street
SCOTT STREET, WEST	Westbound at S. Scott Street

<i>Stop Sign 11.12.011 (Change Ordinance)</i>	
SCOTT STREET, SOUTH	Southbound at W. Walworth Street
SCOTT STREET, WEST	Eastbound at S. Franklin Street



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: 11/21/2017

ITEM: Amendment 2 to Task Order 16-04, CDBG Grant

PRESENTER: Public Works Director

PREVIOUS ACTION, IF ANY: 11/18/14 – City Council approved T.O. No. 14-06 for survey and preliminary design services for \$34,000. 12/06/2016 – City Council approved T.O. No.16-04 for final design and bidding services in the amount of \$87,300. 11/7/2017 – City Council approved Amendment #1 for additional street and underground utility work. The additional cost of \$13,700 raised the contract amount to \$101,000

SUMMARY OF ITEM BEING PRESENTED: In receiving a Community Development Block Grant (CDBG) certain procedures need to be followed in order to receive the funding. One of these procedures is to complete an Environmental Review (ER) Document, per the State's requirements, as part of the design of the project. This ER Document is required on any project receiving Federal monies.

FINANCIAL IMPACT: The total cost of the additional work is \$13,800, raising the design cost for the project from \$101,100 to \$114,900.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: Public Works Committee approved 3-0.

STAFF RECOMMENDATION: Staff recommends approving Amendment No. 2 to Task Order 16-04.

RECOMMENDED MOTION: To approve Amendment No. 2 to Task Order 16-04 for Environmental Review for CDBG funding.

ATTACHMENT(S) INCLUDED (If none, please state that): Amendment No. 2 to Task Order 16-04

FOR MORE INFORMATION CONTACT:

Brad Marquardt, [bmarquardt@whitewater-wi.gov](mailto:bmarquardt@whitewater-wi.gov), 262-473-0139



OWNER REVIEW

**DRAFT**

Amendment No. 2 to Task Order No. 16-04  
City of Whitewater, Wisconsin (OWNER)  
and Strand Associates, Inc.<sup>30</sup> (ENGINEER)  
Pursuant to Technical Services Agreement dated February 8, 2012

This is Amendment No. 2 to the referenced Task Order.

Project Name: Franklin Street and Ann Street Reconstruction

Under **Scope of Services**, ADD the following:

- “15. Prepare Part 1—Environmental Review Record of the Environmental Report as required by the Community Development Block Grant program administered by the Wisconsin Department of Administration (DOA).
16. Prepare the Determination of Exemption. It is anticipated no negative comments will be received and no circumstances will require public notices, additional agency coordination, or preparation of additional forms or documentation. Under this scenario, the categorical exclusion can be declared ‘exempt’ in accordance with 24 CFR 58.34(a)(12) and no further review is required.
17. Submit the draft Environmental Report and supporting documentation to OWNER for review. Incorporate comments and submit the Environmental Report to the Department of Energy, Housing and Community Resources Environmental Desk at DOA.
18. Communicate with OWNER-provided Historic and Archaeological Resources consulting firm and provide project design and project schedule information. Review the reports prepared by the Historic and Archaeological Resources consulting firm prior to submittal of reports to the State Historic Preservation Office.”

Under **Compensation**, CHANGE \$101,100 to “\$114,900.”

**TASK ORDER AMENDMENT AUTHORIZATION AND ACCEPTANCE:**

ENGINEER:

OWNER:

STRAND ASSOCIATES, INC.<sup>30</sup>

CITY OF WHITEWATER

**DRAFT**

**DRAFT**

Matthew S. Richards  
Corporate Secretary

Date

Cameron Clapper  
City Manager

Date

**DRAFT**

Michele Smith  
City Clerk

Date



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: 11/21/2017

ITEM: Amendment 1 to Task Order 16-03, Clay Street Reconstruction

PRESENTER: Public Works Director

PREVIOUS ACTION, IF ANY: 11/30/2016 – City Council approved T.O. No. 16-03 in the amount of \$263,000 for the reports, documentation, plans, specifications and estimate in accordance with the Department of Transportation’s Facilities Development Manual for the Clay Street Reconstruction Project.

SUMMARY OF ITEM BEING PRESENTED: As part of the Environmental Review for Clay Street, Strand completed a Phase 1 Hazardous Materials Assessment. During the Assessment, one property at 578 Clay Street, Al’s Professional Fiberglass was flagged as a potential property for additional assessment. During the Environmental Review, the DOT’s engineer concurred of the property at 578 Clay Street and also recommended further assessment at 516 Clay Street (Ronald Grischow property).

The Phase II investigation will determine if there is any hazardous contaminated material in the street right-of-way that may be encountered during the reconstruction of Clay Street; and if so, the proper remediation that will be required of the contractor during construction.

FINANCIAL IMPACT: The cost of this amendment is \$11,300 raising the design cost for the project from \$263,000 to \$274,300. Additional costs associated with the Phase II environmental investigation include:

- Estimated Geoprobe fee for one day of field work is \$2,500.
- Estimated lab fee is \$1,200.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: Public Works Committee approved 3-0.

STAFF RECOMMENDATION: Staff recommends approving Amendment No. 1 to Task Order 16-03.

RECOMMENDED MOTION: To approve Amendment No. 1 to Task Order 16-34 for Phase II investigation.

ATTACHMENT(S) INCLUDED (If none, please state that):

Amendment No. 1 to Task Order 16-03

Map of Environmental Sites of Concern and associated Table.

FOR MORE INFORMATION CONTACT:

Brad Marquardt, [bmarquardt@whitewater-wi.gov](mailto:bmarquardt@whitewater-wi.gov), 262-473-0139

# OWNER REVIEW

# DRAFT

Amendment No. 1 to Task Order No. 16-03  
City of Whitewater, Wisconsin (OWNER)  
and Strand Associates, Inc.<sup>®</sup> (ENGINEER)  
Pursuant to Technical Services Agreement dated February 8, 2012

This is Amendment No. 1 to the referenced Task Order.

Project Name: Clay Street Reconstruction (Wisconsin Department of Transportation [DEPARTMENT]  
ID 3835-00-03/73)

Under **Scope of Services**, Environmental Documentation, ADD the following:

- “7. Conduct Phase 2–Subsurface Investigation, in accordance with the MANUAL, at up two sites (AI’s Professional Fiberglass at 578 Clay Street and Ronald Grischow Property at 516 Clay Street).
8. Conduct Phase 2 investigations that include two direct-push soil borings at each site and the collection and analysis of one soil sample and one groundwater sample from each boring. Borings will be advanced to an approximate depth of 12 feet.
9. Assist OWNER with selecting and scheduling a direct-push drilling firm to complete the borings. The direct-push drilling firm shall be hired by OWNER and paid directly by OWNER for services provided.
10. Collect groundwater samples from temporary monitoring wells installed by the direct-push drilling firm. After water sample collection, the direct-push drilling firm shall remove temporary wells and abandon the borings.
11. Submit soil and groundwater samples for analysis for petroleum-related and solvent-related contamination and waste characterization parameters required by Mallard Ridge landfill. Samples will be submitted to CT Laboratory in Baraboo, Wisconsin. Lab fees shall be paid by OWNER.
12. Screen soil samples in the field with a photoionization detector. If elevated field screening readings are recorded, soil waste will be containerized in buckets with lids and stored at a location selected by OWNER. If no elevated readings are recorded, soil waste will be discarded on the ground surface. Soil waste is anticipated to consist of a very small quantity of soil from excess samples collected but not submitted for laboratory analysis.
13. Prepare a Phase 2 report for each site in accordance with the MANUAL to document findings.
14. Submit the draft reports to OWNER and MC for review. Address review comments as appropriate, and finalize the reports and resubmit to OWNER and MC.”

Under **Compensation**, CHANGE \$263,000 to “\$274,300.”

ZRS\MAF.LTH\sjw\R\MAD Documents\Agreements\W\Whitewater, City of (WI)\TSA.2012\TO.2016\Amd\1407.091 16-03.1.docx

OWNER REVIEW

City of Whitewater  
Amendment No. 1 to Task Order No. 16-03  
Page 2  
Date {\_\_\_\_\_}

**DRAFT**

TASK ORDER AMENDMENT AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

OWNER:

STRAND ASSOCIATES, INC.<sup>®</sup>

CITY OF WHITEWATER

**DRAFT**

**DRAFT**

Matthew S. Richards  
Corporate Secretary

Date

Cameron Clapper  
City Manager

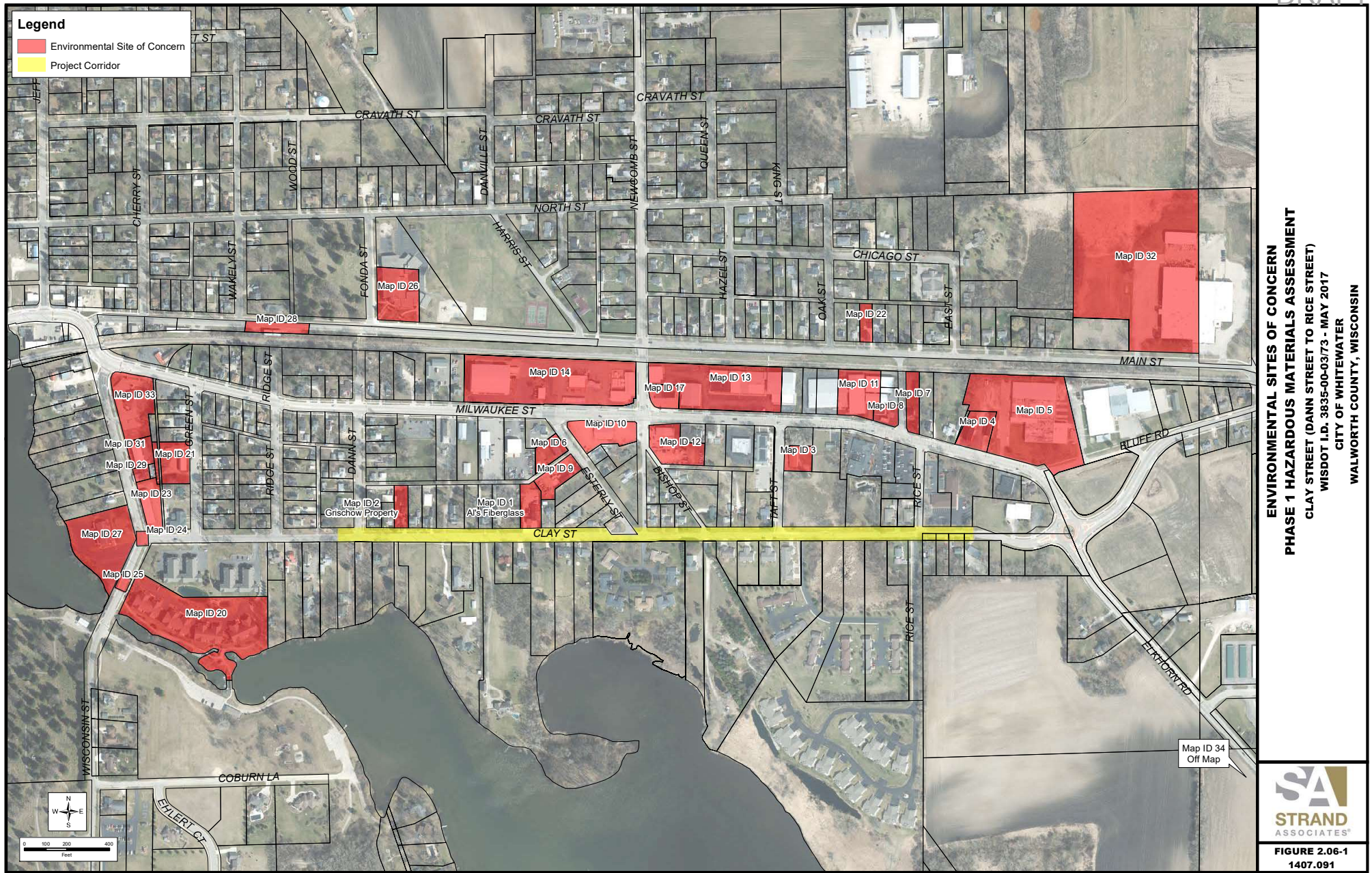
Date

**DRAFT**

Michele Smith  
City Clerk

Date





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Date: 3/7/2017

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TABLE 2.06-1

## SITES WITH ENVIRONMENTAL CONCERNS

Map ID (Appendix Letter)	Additional ERIS Report Numbers	WDNR ID	Site Name	Site Address	Primary Concerns	Acquisition/ Excavation	Action Completed/ Action Recommended	Justification
1 APPENDIX B	NA	02-65-231752	<b>Al's Professional Fiberglass</b> (former Kowalski Property)	578 East Clay Street, Whitewater	CRS ERP	Yes/Yes	Site Visit File Review <b>Phase 2</b>	Phase 2 investigation is recommended to determine whether soil and/or groundwater contamination from this site will impact construction. Reconstruction of Clay Street and the installation of utilities will require soil excavation adjacent to this site and dewatering is anticipated because the groundwater table is reportedly shallow. The site appears to be upgradient of Clay Street and contaminated groundwater, if present at the site, would likely migrate toward Clay Street. The extent of soil contamination was not defined and no groundwater samples were collected and analyzed. Soil analytical results indicate there was a release of solvents and/or petroleum at the site and it is unknown whether groundwater has been contaminated. The soil contamination detected at the site was approximately 75 feet north of planned construction.
2 APPENDIX C	NA	NA	<b>Ronald Grischow Property</b> (former Schinkes Welding)	516 East Clay Street, Whitewater	UST	Yes/Yes	Site Visit <b>No Further Investigation</b>	No further investigation is recommended because no fee R/W will be required from the site, the former UST was likely at least 150 feet from planned construction excavation, and because no contamination was reported when the UST was removed. The estimated distance of 150 feet between R/W and the former UST assumes the tank was located at the south end of the southern garage at the site. It is more likely that the UST was located farther north near the alley where the larger outbuilding/repair shop is located.
3	NA	03-65-189164	<b>Brodoloc Health Care</b>	209 Taft Street, Whitewater	CRS FINDS/FRS LUST RCRA NON GEN SHWIMS UST	No/No	<b>No Further Investigation</b>	A 1,000-gallon fuel oil UST was "closed/removed" in 1997. LUST site was closed under the jurisdiction of the Dept. of Safety and Professional Services in 1998. No further investigation is recommended based on the distance (approximately 250 feet) between the site and proposed project construction.
4	NA	NA	<b>Schopen Automotive Service</b>	928 East Milwaukee Street, Whitewater	FINDS/FRS RCRA CESQG SHWIMS	No/No	<b>No Further Investigation</b>	There is no reported release of contamination to the environment at this site. No further investigation is recommended based on the distance (approximately 350 feet) between the site and proposed project construction.
5	NA	02-65-550490	<b>Star Packaging</b>	960 East Milwaukee Street, Whitewater	ERP	No/No	<b>No Further Investigation</b>	This Open ERP site has reported petroleum contaminated soil. no further investigation is recommended based on the distance (approximately 350 feet) between the site and proposed project construction.
6	NA	07-65-559430	<b>Former Godfrey Parcel</b>	212-214 South Esterly Street, Whitewater	BROWNFIELDS	No/No	<b>No Further Investigation</b>	There is no reported release of contamination to the environment at this site. A Lender Liability Clarification Letter was requested from the WDNR. No further investigation is recommended based on the distance (approximately 275 feet) between the site and proposed project construction.
7	NA	07-65-250645	<b>Phemister Residence</b>	906 East Milwaukee Street, Whitewater	BROWNFIELDS	No/No	<b>No Further Investigation</b>	There is no reported release of contamination to the environment at this site. A Lender Liability Clarification Letter was requested from the WDNR. No further investigation is recommended based on the distance (approximately 425 feet) between the site and proposed project construction.
8	NA	03-65-002187 04-65-047834	<b>The Station</b>	844 East Milwaukee Street, Whitewater	CRS FINDS/FRS LUST RCRA NON GEN SHWIMS SPILLS UST (8)	No/No	<b>No Further Investigation</b>	The LUST incident reports petroleum contaminated soil and groundwater and contamination in fractured bedrock. WDNR files shows contamination is within the Milwaukee Street R/W and to the north. No further investigation is recommended based on the distance (approximately 450 feet) between reported contamination limits and proposed project construction.
9	NA	NA	<b>Cordio Auto Body</b>	222 Esterly Street, Whitewater	FINDS/FRS RCRA CESQG SHWIMS	No/No	<b>No Further Investigation</b>	There is no reported release of contamination to the environment at this site. No further investigation is recommended based on the distance (approximately 140 feet) between the site and proposed project construction.





*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: **12/19/2017**

ITEM: **Amendment to Contract for Consultant Services for Right-Of-Way acquisition (ID 3110-02-21)**

PRESENTER: **City Planner**

PREVIOUS ACTION, IF ANY: **At the August 4, 2015 Council Meeting the MSA Professional Services Agreement for right-of-way acquisition was approved.**

**SUMMARY OF ITEM BEING PRESENTED:**

**This item is an amendment to the contract for consultant services between the City of Whitewater and MSA Professional Services Inc. for the City of Whitewater STH 59 (Newcomb St. to Sunrise Lane) ID#3110-02-21 Right-Of- Way acquisition.**

**The scope of services has increased and is listed on the contract. The Wisconsin Department of Transportation is aware of the increase in scope and per contract with the City of Whitewater; the DOT is responsible for 100% of the right-of-way cost that includes consultant fees.**

BUDGET IMPACT, IF ANY: **N/A**

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: **N/A**

**STAFF RECOMMENDATION: Staff would recommend approval of the amendment given that the contracted work is necessary for completion of the 2019-2020 improvements Newcomb and Milwaukee Streets. Staff would also recommend approval as the cost associated with this contact will be reimbursed by the DOT.**

**RECOMMENDED MOTION: Motion to approve an amendment to the City's contract with MSA Professional Services for the Right-of-Way acquisition required as part of the DOT ID 3110-02-21 project.**

ATTACHMENT(S) INCLUDED (If none, please state):

**Contract Amendment**

**Common Council Meeting Minutes from the August 4, 2015 meeting**

FOR MORE INFORMATION CONTACT:

**Chris Munz-Pritchard, [cmunz-pritchard@whitewater-wi.gov](mailto:cmunz-pritchard@whitewater-wi.gov), 262-473-0143.**

**AMENDMENT NO 1**  
**to the**  
**Contract for Consultant Services**  
**between**  
**City of Whitewater, Wisconsin (MUNICIPALITY)**  
**and**  
**MSA Professional Services, Inc. (CONSULTANT)**  
**for**  
**City of Whitewater, STH 59 (Newcomb St to Sunrise Lane)**  
**ID# 3110-02-21**  
**Walworth County**

This Contract, made and entered into on August 26, 2015, is hereby amended as follows and is made part of the original AGREEMENT.

BY THIS AMENDMENT: The scope of services is increased to reflect the following:

1. Utility Conveyance of Rights documents/legal descriptions from WisDOT were not provided at the beginning of project and have not been provided as of June 6, 2017, additional staff time has been expended coordinating with WisDOT & City. 14 hrs x \$105 = \$1,470.
2. Parcel 16 (Canos). The complexity of the negotiations on this parcel could not be determined based on the RFP. This extremely complex parcel has a large number (22) of liens and a tax warrant, in addition to a Chapter 13 Federal Bankruptcy. These issues required coordination with the Bankruptcy Court, the Attorney for the Canos, as well as coordination with both WisDOT and the City. This parcel required acquisition under Eminent Domain to the clear title. This effort included substantial additional time to review Title Reports, preparation of documents and coordination with the City regarding process and filing dates for the Jurisdictional Offer and the Award of Damages.  
28 hours x \$105/hr = \$2,940, plus 20 certified US Mail costs @ \$10 ea = \$200 = \$3,140
3. The Eminent Domain process was required for Parcel 24 (Snyder) and Parcel 25 (Mason-Hahn). Additional staff time was spent contacting owners and additional recording fees for Jurisdictional Offer, Lis Pendens, Award, in addition to Coordination with the City.  
8 Hours x \$105/hr = \$840, plus 2 certified US Mail costs @ \$10 ea = \$20 = \$860.
4. Parcel 23 (Germundson). The landowner passed away in April of 2017, this required additional time and negotiation with the Personal Representative of Estate. Basically having to deal with the Personal Representative was like starting the process over again. 8 hours x \$105/hr = \$840.
5. Partial Release of Mortgage Documents. This service was not included in the Request for Proposal, but was included in the Contract document. MSA was not aware of this requirement when we signed the contract. After the contract was signed, this service was indicated by WisDOT as needed on the project. WisDOT policy on Partial Releases of Mortgage was undergoing changes during this project. There were 24 Partial Release of Mortgage required for the Project. Additionally the need for a Partial Release of Mortgage can't be determined without reviewing the title reports and those documents were not provided until after the contract was signed. Staff time in reviewing Title Reports, preparing Partial Release of Mortgage documents, contacting & coordinating with Mortgage Lending Institutions and recording the documents required 3 hours per Release.  
24 x 3 hrs/ea = 72 Hours x \$105/hr = \$7,560.
6. Additional Recording Fees were incurred for the Partial Release of Mortgage Documents.  
24 recorded documents @ \$30 = \$720.
7. Additional Recording Fees were incurred for the Jurisdictional Offer Parcels to record the Lis Pendens and the Award of Damages  
3 recorded documents @ \$30 = \$90.



8. Electronic Transfer Return Forms are now required to record deeds at the County Register of Deeds offices. This requirement became effective February 4, 2016 when signed in to law by the Governor. Processing these forms requires ½ hour per parcel.  
 $25 \text{ parcels} \times 0.5 \text{ hr/ea} = 12.5 \text{ hrs} \times \$105 = \$1,312.5$  use \$1,310.
9. Parcel 4 (Penwell). Handicapped parking and access for an employee of the building which will be impacted by construction had to be coordinated with WisDOT and the City, so that the Construction Contract will require the Contractor to provide and maintain handicapped parking and access.  $8 \text{ hours} \times \$105 = \$840$
10. Delays in Appraisal reviews by WisDOT and delays in Offering Price Report approvals by the City of Whitewater, and delays in providing Utility Conveyance of Rights documents/legal descriptions by WisDOT have caused the project completion date to go beyond August 1, 2016. Anticipating the work can be substantially completed by Aug or Sept 2017 (depending on when we receive the Utility Conveyance of Rights in Land documents with legal descriptions), we have experienced labor rate increases.  
 $4\% \text{ increase costs Aug 2016 to Sept 2017. Assume half of the work occurred in this period}$   
 $50\% \$18,925 \times 4\% = \$378.50$  use \$375
11. The total value of this Amendment is increased as follows.

1	Utility Conveyance of Rights	\$1,470
2	Parcel 16 -	\$3,140
3	Eminent Domain Parcels 24 & 25	\$860
4	Parcel 23	\$840
5	Partial Release of Mortgage Documents	\$7,560
6	Additional Recording Fees - Partial Release of Mortgage	\$720
7	Additional Recording Fees - Jurisdictional Offer	\$90
8	Electronic Transfer Return forms	\$1,310
9	Parcel 4	\$840
10	Delays	\$375
	<b>TOTAL</b>	<b>\$17,205</b>

In witness whereof, the parties hereto have caused this Amendment to be executed and approved by their authorized officers or representatives, effective on the date written herein.

MUNICIPALITY  
City of Whitewater

CONSULTANT  
MSA Professional Services

By: \_\_\_\_\_  
Cameron Clapper  
City Manager

By:  \_\_\_\_\_

Michael A. Hinz  
Real Estate Group Manager

Date: \_\_\_\_\_

Date: June 15, 2017

**MSA PROFESSIONAL SERVICES AGREEMENT – HWY. 59 PROJECT.** Wisconsin Department of Transportation is preparing to reconstruct Highway 59 from Newcomb Street to US Highway 12. The project construction is planned for 2020. The City is responsible for valuation and property acquisition of right of ways and easements on twenty-five parcels of land between Newcomb Street and Sunrise Lane. Five proposals were received for the necessary services. Based on cost, workload and experience, it is recommended that the City enter into a contract with the low bidder, MSA Professional Services of Madison, Wisconsin. It was moved by Abbott and seconded by Grady to approve an agreement with MSA Professional Services for services relating to the Highway 59 project. AYES: Abbott, Grady, Binnie, Singer, Kidd, Langnes. NOES: None. ABSENT: None.

**COMPLAINT FILED AGAINST POLICE CHIEF LISA OTTERBACHER.** Police and Fire Commission Chairperson Bilgen-Craggs informed the Council that an investigation of the allegations against Police Chief Otterbacher has been completed by Attorney Steve Wassel of Delavan, Wisconsin. Mr. Wassel's findings indicate that Chief Lisa Otterbacher did not violate department policy or procedure.

**FINANCE DIRECTOR QUARTERLY REPORT – 2<sup>ND</sup> QUARTER, 2015.** Since the Finance Director was not available to attend this meeting, it was agreed that the report will be delayed to the next Council meeting.

**WASTEWATER TREATMENT PLAN DIGESTER COMPLEX MANWAYS.** The Wastewater Utility has one storage tank and two anaerobic digesters. Currently, it is virtually impossible to safely maintain some of the equipment. Installation of the proposed manways will allow safe entry and ease of routine maintenance in all of the tanks. It was moved by Binnie and seconded by Abbott to approve a contract with M-Z Construction, Inc. of Linden, Wisconsin (with deduct) in the amount of \$72,000 for installation of Digester Complex Manways. AYES: Abbott, Grady, Binnie, Singer, Kidd, Langnes. NOES: None. ABSENT: None.

**MOU AGREEMENT AND UTILITY EASEMENT AGREEMENT WITH GEORGE STREET PROPERTY OWNER.** City Attorney McDonell indicated that the proposed agreements were necessary in conjunction with the reconstruction of George Street. It was moved by Binnie and seconded by Grady to enter into a Memorandum Agreement with the Lee Daniels Trust relating to construction easements and a Utility Easement, all relating to property on George Street. AYES: Abbott, Grady, Binnie, Singer, Kidd, Langnes. NOES: None. ABSENT: None.

**VACANT COUNCILMEMBER ALDERMANIC DISTRICT 1 SEAT.** Councilmember Craig Stauffer had to resign his councilmember position due to a new job opportunity in Iowa. Councilmembers discussed the process of filling the seat, and directed the City Clerk to advertise the position, with applications due by 9/4/15 and appointment of a replacement councilmember be considered on 9/15/15.

**FUTURE AGENDA ITEMS:** Councilmember Grady requested that closure of Streets at Franklin and Starin be placed on the next Council Agenda. Closure is intended for September 19, 2015.



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: **12/19/2017**

ITEM: **Authorization of Parcels 18 & 20 for Road Improvement Project (ROW ID 3110-02-21 and Construction 3110-02-71)**

PRESENTER: **City Planner**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED: **Recommendation to the Common Council that the City should authorize and directs that the following portion of parcels described in attached document may be utilized for Right Of Way Project (ROW ID 3110-02-21 and Construction 3110-02-71) STH 59-Milwaukee Street Road Improvement, including the right to construct, cut and/or fill slopes and including for such purpose that right to operate the necessary equipment thereon and the right of ingress and egress as long as required for such public purpose, including the right to preserve, protect, remove, or plant thereon any vegetation that the highway authorities may deem necessary or desirable in and to follows.**

BUDGET IMPACT, IF ANY: **N/A**

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: **N/A**

STAFF RECOMMENDATION: **Approval**

RECOMMENDED MOTION: **Approval**

ATTACHMENT(S) INCLUDED (If none, please state):

**Parcel 18 (Public involvement Milwaukee Street / Elkhorn Road Reconstruction Wis. 59**

**Parcel 20 (Public involvement Milwaukee Street / Elkhorn Road Reconstruction Wis. 59**

- **It should be noted that the owner has changed since the Public Involvement Meeting per paperwork provided to the City. It was Elkhorn Road Venture LLC and is now the City of Whitewater**

**Certification of Local Public Agency (LPA) Right Of Way Acquisition**

**Negotiation Diary**

**Statement to construction Engineer**

FOR MORE INFORMATION CONTACT:

**Chris Munz-Pritchard, [cmunz-pritchard@whitewater-wi.gov](mailto:cmunz-pritchard@whitewater-wi.gov), 262-473-0143.**

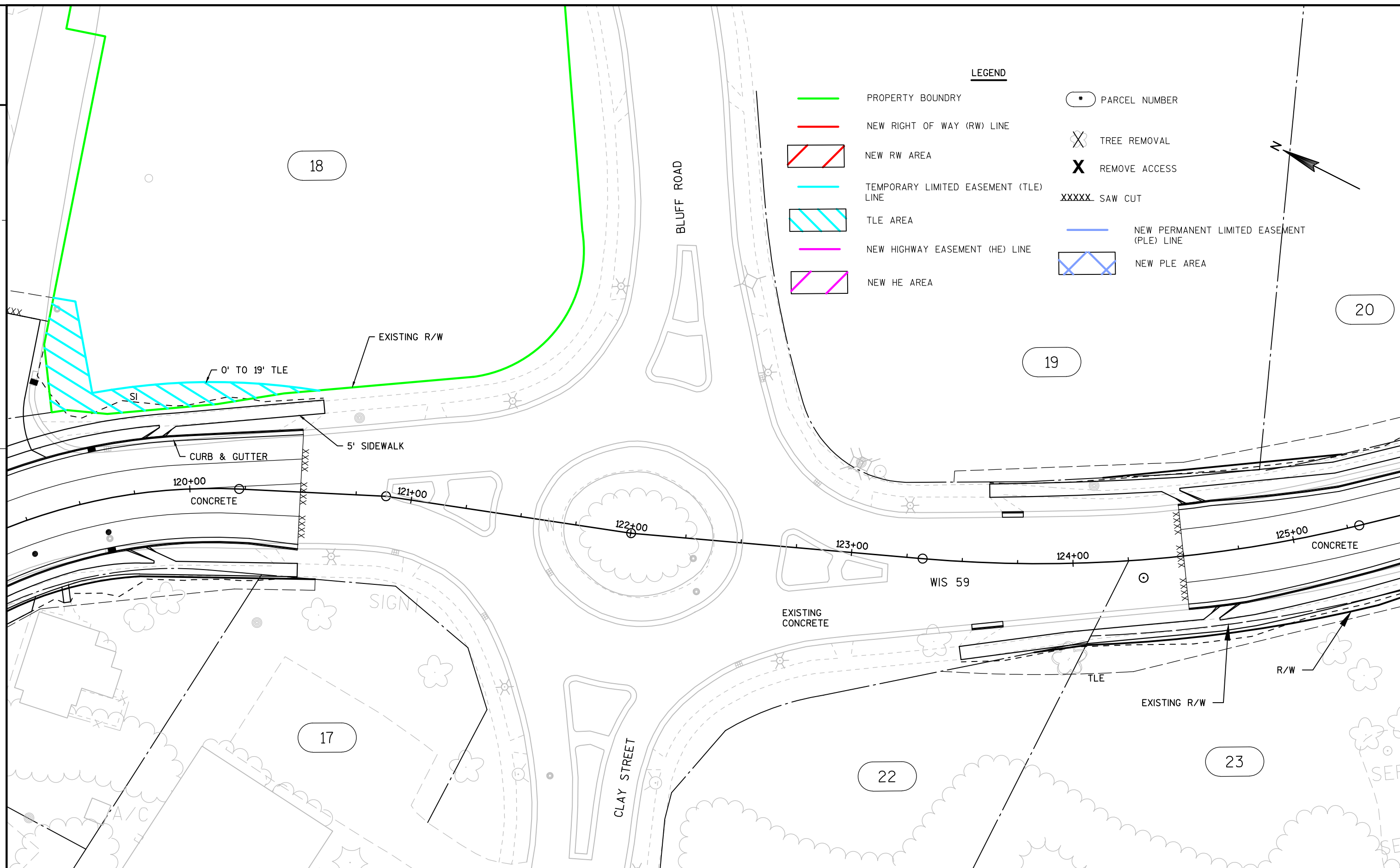
**Public Involvement Meeting  
Milwaukee Street / Elkhorn Road Reconstruction  
WIS 59  
Newcomb Street to US 12  
Walworth County  
August 26, 2015**

**Parcel 18**

<b>Owner:</b>	Elkhorn Road Venture LLC
<b>Parcel Address:</b>	1105 Bluff Road
<b>Existing Right of Way:</b>	Back of existing sidewalk, 33' from center of roadway
<b>Temporary Limited Easement:</b>	0'to 19' wide, 0.038 acres Needed for grading
<b>Addition Information:</b>	None

2

2





Cab D Slide 190

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THAT PART OF LOT 1, BLOCK 9, OUTLOT 6, S. C. HALLS ADDITION LOCATED IN THE NW1/4-SW1/4, SECTION 3, TOWN 4 NORTH, RANGE 15 EAST, AND ALSO THAT PART OF LOTS 1, 2, 3, 4, 5, BLOCK 11, OUTLOTS 5 AND 6, S. C. HALLS ADDITION, AND ALSO LOT 2, CSM 4054 LOCATED IN THE NE1/4-SW1/4 SECTION 3, TOWN 4 NORTH, RANGE 15 EAST, AND ALSO THAT PART OF LOTS 5 AND 6, BLOCK 11, S. C. HALLS ADDITION, AND ALSO LOT 2, CSM 4054 LOCATED IN THE SE1/4-SW1/4 SECTION 3, TOWN 4 NORTH, RANGE 15 EAST, ALL IN THE CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF WHITEWATER DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 62.22, AND 61.43 (3), (3M), & 61.36, WISCONSIN STATUTES, THE CITY OF WHITEWATER HEREBY ORDERS THAT:


1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF WHITEWATER FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF WHITEWATER, PURSUANT TO THE PROVISIONS OF SECTION 84.09 (1) OR (2), WISCONSIN STATUTES.

RESERVED FOR REGISTER OF DEEDS  
PROJECT NUMBER 3110-02-21-4.02

OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY, AND ARE  
SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTEREST TO THE  
CITY OF WHITEWATER.

SEC 415021  
CENTER OF SECTION  
BRASS CAP IN CONC  
Y=424,970.15  
X=718,360.84

SIXTEENTH LINE N89°27'38"E  
764.90' TO STH 59 R/L —  
1307.13' TO SIXTEENTH LINE



SEC 415034  
QUARTER CORNER  
BRASS CAP IN CONC  
Y=422,333.18  
X=718,320.82

I, STEVEN L. SCHMIDT, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE CITY OF WHITEWATER, I HAVE MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

PRINT NAME: STEVEN L. SCHMIDT PLS

REGISTRATION NUMBER: S-2813

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR  
THE CITY OF WHITEWATER

SIGNATURE: [Signature] DATE: 1/6/14

PRINT NAME: CAMERON CLAPPER CITY MANAGER

PLOT DATE : 12/18/2015 8:56 AM

PLOT BY : SCHMIDT, STEVEN L PLOT NAME :

PLOT SCALE : #####

CONST. 3110-02-71 R/W 3110-02-21 36 of 53



2



NEW R/W

35.5'

WIS 59 CENTERLINE

35.5'

NEW R/W

1'

5'

5'

13'

11'

11'

13'

5'

5'

1'

SIDWALK

TERRACE

BIKE LANE AND PARKING

TRAVEL LANE

TRAVEL LANE

BIKE LANE AND PARKING

TERRACE

SIDWALK

4:1

1.5%

4%

2'

VARIES 2%-4%

2%

2%

VARIES 2%-4%

2'

4%

1.5%

4:1

SOD LAWN

20" PIT RUN

6" AGGREGATE BASE COURSE

CONCRETE PAVEMENT

CONCRETE CURB AND GUTTER

CONCRETE SIDEWALK

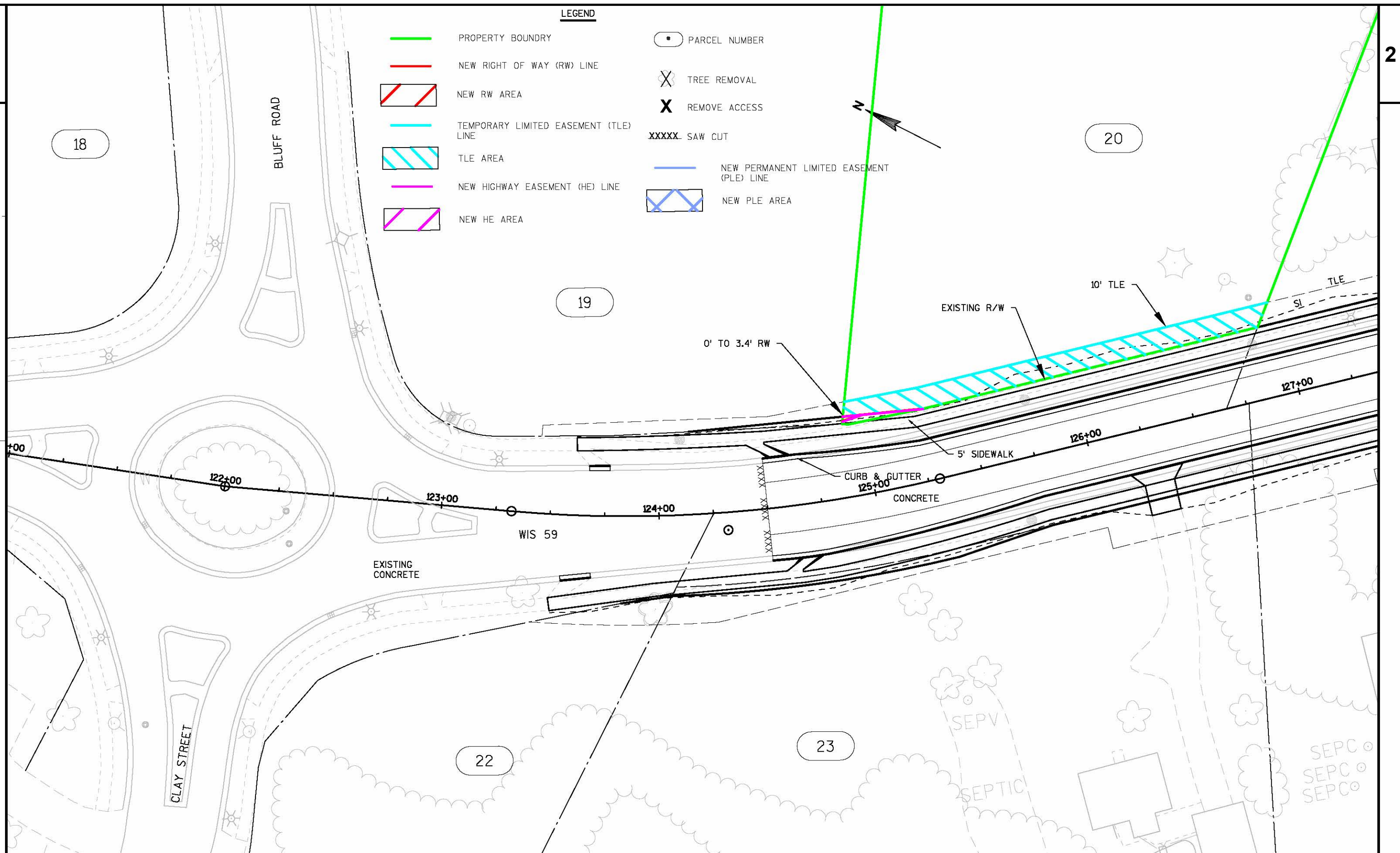
11

**Public Involvement Meeting  
Milwaukee Street / Elkhorn Road Reconstruction  
WIS 59  
Newcomb Street to US 12  
Walworth County  
August 26, 2015**

**Parcel 20**

<b>Owner:</b>	Elkhorn Road Venture, LLC
<b>Parcel Address:</b>	N/A
<b>Existing Right of Way:</b>	Back of existing sidewalk, 33' from center of roadway
<b>New Highway Easement:</b>	0' to 3.4' wide, 0.001 acres 0' to 3.4' behind existing sidewalk, Needed for sidewalk construction
<b>Temporary Limited Easement:</b>	10' wide, 0.044 acres 10' behind existing sidewalk, 43' from center of roadway Needed for grading
<b>Addition Information:</b>	None







918305

Tab U Slide 171

TRANSPORTATION PROJECT PLAT NO: 3110-02-21 - 4.03

THAT PART OF LOT 3, CSM 919, LOTS 1,2,3 CSM 1557, LOTS 3,4, CSM 4054 AND THAT PART OF THE SE1/4-SW1/4 SECTION 3, TOWN 4 NORTH RANGE 15 EAST, IN THE CITY OF WHITEWATER AND ALSO THAT PART OF THE SW1/4-SE1/4 SECTION 3, TOWN 4 NORTH, RANGE 15 EAST, IN THE TOWN OF WHITEWATER, WALWORTH COUNTY, WISCONSIN.

RELOCATION ORDER STH 59 NEWCOMB STREET TO SUNRISE LANE WALWORTH COUNTY

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF WHITEWATER DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

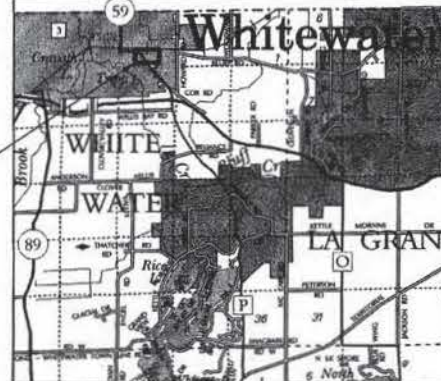
TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 62.22, AND 61.34(3), (3M), & 61.36, WISCONSIN STATUTES, THE CITY OF WHITEWATER HEREBY ORDERS THAT:  
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAYED OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.  
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF WHITEWATER FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF WHITEWATER, PURSUANT TO THE PROVISIONS OF SECTION 62.22, 61.34(3), (3M), & 61.36, WISCONSIN STATUTES.

Doc # 918305  
Recorded  
January 07, 2016 9:11 AM  
FILED  
DONNA R. FRIESS  
REGISTER OF DEEDS  
WALWORTH COUNTY, WI  
Fee Amount: \$25.00  
Total Pages: 1

RESERVED FOR REGISTER OF DEEDS  
PROJECT NUMBER 3110-02-21-4.03  
AMENDMENT NO. ....

Parcel 20

SHEET LOCATION NOT TO SCALE



R 15 E

SHEET LOCATION

SCALE, FEET 0 50 100

HWY	BASIS OF EXISTING R/W	WIDTH	YEAR
STH 59	S.S. 82.31(2)	66'	
STH 59	C.S.M. 919	66'	1979
STH 59	C.S.M. 1557	66'	1986
STH 59	C.S.M. 4054	VARIES	2007
SUNRISE LN	C.S.M. 1292	66'	1983

UTILITY SCHEDULE & INTERESTS REQUIRED		
UTILITY NUMBER	OWNER	INTEREST REQUIRED
200	WE ENERGIES-ELECTRIC	RELEASE OF RIGHTS
201	WE ENERGIES-GAS	RELEASE OF RIGHTS
202	CITY OF WHITEWATER SAN. SEWER	RELEASE OF RIGHTS
203	CITY OF WHITEWATER STORM	RELEASE OF RIGHTS
204	CITY OF WHITEWATER WATER	RELEASE OF RIGHTS
205	CHARTER COMMUNICATIONS	RELEASE OF RIGHTS
206	AT&T	RELEASE OF RIGHTS

200	PARCELS 19,20	WE ENERGIES-ELECTRIC	DOC.739739
201	PARCELS 19,20	WE ENERGIES-GAS	DOC.739739
202	PARCELS 19,20	CITY OF WHITEWATER SANITARY SEWER	DOC.739739
203	PARCELS 19,20	CITY OF WHITEWATER STORM WATER	DOC.739740
204	PARCELS 19,20	CITY OF WHITEWATER WATER MAIN	DOC.739739
205	PARCELS 19,20	CHARTER COMMUNICATIONS	DOC.739739
206	PARCELS 19,20	AT&T	DOC.739739

SCHEDULE OF LANDS & INTERESTS REQUIRED					
PARCEL NUMBER	OWNER	INTEREST REQUIRED	R/W REQUIRED ACRES		
			NEW	EXISTING	TOTAL
19	CONVENCE STORE INVESTMENTS	HE,TLE	0.003		0.003
20	CITY OF WHITEWATER	HE,TLE	0.001		0.001
21	RR WALTON & COMPANY, LTD	FEE,TLE	0.019	0.419	0.438
22	HARRIET J. STRITZEL LIVING TRUST	FEE,TLE	0.001		0.001
23	C. NYLE GERMUNDSON	FEE,TLE	0.014	0.197	0.211
24	DALE F. & PATRICIA J. SNYDER	FEE,TLE		0.071	0.071
25	MICHAEL S. MASON & BECKY S. HAHN	FEE,TLE	0.006	0.359	0.365

NOTES:  
COORDINATES AND BEARINGS SHOWN ON THIS PLAT ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, WALWORTH COUNTY, NAD 83 (2007) ADJUSTMENT, USING WISCONSIN NETWORK.  
RIGHT-OF-WAY MONUMENTS ARE TYPE 2 (TYPICALLY 3" REBAR AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.)  
FOR THE LATEST ACCESS/ DRIVEWAY INFORMATION, CONTACT THE PLANNING UNIT OF THE WISCONSIN DEPARTMENT OF TRANSPORTATION OFFICE IN WAUKESHA.  
FOR ADDITIONAL INFORMATION REFER TO THE TITLE SHEET RECORDED AS SHEET 2 OF 2 OF DOCUMENT 915298.

STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION  
I, STEVEN L. SCHMIDT, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE CITY OF WHITEWATER, I HAVE MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.  
SIGNATURE: *Steven L. Schmidt* DATE: 12/21/15  
PRINT NAME: STEVEN L. SCHMIDT PLS  
REGISTRATION NUMBER: S-2813  
THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE CITY OF WHITEWATER  
SIGNATURE: *Cameron Clapper* DATE: 1/6/16  
PRINT NAME: CAMERON CLAPPER CITY MANAGER

2



Diagram illustrating a typical cross-section of a road and its surrounding landscape, labeled "FINISHED TYPICAL SECTION WIS 59".

The diagram shows a cross-section of a road with the following components and dimensions:

- Left Side (from left to right):**
  - SOD LAWN: 1.5'
  - BIKE LANE: 5'
  - TRAVEL LANE: 12'
  - TRAVEL LANE: 12'
  - BIKE LANE: 5'
  - TERRACE: 6'
  - SIDEWALK: 5'
  - CONCRETE SIDEWALK: 1.5'
- Right Side (from right to left):**
  - CONCRETE SIDEWALK: 1.5'
  - SIDEWALK: 5'
  - TERRACE: 6'
  - BIKE LANE: 5'
  - TRAVEL LANE: 12'
  - TRAVEL LANE: 12'
  - BIKE LANE: 5'
  - SOD LAWN: 1.5'
- Centerline:** WIS 59 CENTERLINE
- Grades:** 4:1 (left and right slopes), 2% (travel lanes), 4% (terraces), 1.5% (sidewalks).
- Materials and Layers:**
  - 6" AGGREGATE BASE COURSE
  - 20" PIT RUN
  - CONCRETE PAVEMENT
  - CONCRETE CURB AND GUTTER 30-INCH TYPE A
- Other Dimensions:**
  - 33' (total width of the road section)
  - 2' (width of the concrete curb and gutter)
  - 2' (width of the concrete sidewalk)



# CERTIFICATION OF LOCAL PUBLIC AGENCY (LPA) RIGHT OF WAY ACQUISITION

lpa3028 04/2010

To: SE Region, Attn: LPA Coordinator

Project Start Date April 6, 2015	Construction Project ID No. 3110-02-71	Right of Way Project No. 3110-02-21	Letting Date September 11, 2018
Highway or Road STH 59	County Walworth	Acquiring Agency City of Whitewater	Relocation Order Date NA
Environmental Impact Statement Approval Date November 12, 2014	Design Study/PR37 Approval Date December 16, 2014	Encroachments to be Removed Parcel No.(s) NA	Relocation Assistance Parcel No.(s) NA
Parcel No.	18	20	
DILHR Pamphlet Given Date	NA	NA	
Plat, Appraisal & Names Given to Owner Date	NA	NA	
Appraisal Waived Date	NA	NA	
Appraisal Report Date			
Appraisal Report Review by LPA			
Offering Price Approved by LPA Date			
Approved Offering Price/Administrative Settlement			
Owner's Appraisal Report Date			
Acquisition Price			
Type of Conveyance Signed & Recorded Date	Resolution	Resolution	
Negotiation Diary Completed & Signed Date	NA	NA	
Statement to Construction Engineer Date			

I certify, pursuant to 23 CFR 635.309, and other FHWA regulations as appropriate, that all land interest and parcels required for the project ID and highway named above have been fully acquired.

City of Whitewater

Name of Local Public Agency

Date

---

Officer Signature

Title

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lpa2058 12/07 (Replaces LPA3032)

Address 452 W Main Street			Area Code – Telephone Number 262-473-0143
Date-Initiation of Negotiations	Date Brochure Sent	60th Day to Receive Owner's Appraisal	1099 Amount N/A
Offering Price	Date Approved	Alternate Offer (a, b)	Date Approved
Revised Offer	Date Approved	Administrative Settlement	Date Approved

Under "REMARKS" below, the Real Estate Agent should indicate persons present, attitude of owner, owner's appraisers, owner's attorney, owner's asking price, information regarding buildings, improvements, extended occupancy, fixture apportionment, date to vacate buildings, and any pertinent data regarding items such as drainage, driveways, fencing, title lines, wells, dry wells, etc. Remarks are not to be necessarily limited to the foregoing. Delete blank rows to create a narrative using your computer rather than completing the form by hand, if you prefer.

12/15/2017

Project ID	County	Owner	Parcel No.:





Project ID	County	Owner	Parcel No.:
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## STATEMENT TO CONSTRUCTION ENGINEER

lpa1528 8/2011 (Replaces DT3034) s. 84.09 Wis. Stats.

*Provide copies to: project engineer, parcel folder and owner*

Owner Name(s) City of Whitewater	Address 312 W Whitewater St. Whitewater WI 53190	Area code - phone Home: 262-473-0143 Cell: Work:
Tenant, if any	Address PO Box 178 Whitewater WI 53190	Area code – phone Home: Cell: Work:

- **Basic concepts of construction project have been explained to owner.**
- **All commitments agreed upon between negotiator and property owner are listed below.**
- **No other commitments, either verbal or implied, are valid.**
- **All commitments are subject to approval of WisDOT.**

Commitments made (fences, driveways, trees, drainage or other items):

Other matters of interest and owner concerns:

Property Owner Signature

Date

Negotiator Signature

Date

Property Owner Signature

Date

### Commitments Approved:

Approving Authority Signature and Title

Date

Project No.: 3110-02-21

County: Walworth

Parcel No.: 18 & 20



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: 12/19/2017

ITEM: Bi-annual approval of Poll Workers  
Bi

PRESENTER: Michele Smith

PREVIOUS ACTION, IF ANY: N/A

SUMMARY OF ITEM BEING PRESENTED: Every two years, Council is required to approve the slate of poll workers. The list is a combination of individuals nominated by the Republican Party, Democratic Party, and the City Clerk. Per Statutes, political party nominees must be offered the opportunity to work at the polls first, then unaffiliated members can be contacted.

FINANCIAL IMPACT: None.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: N/A

STAFF RECOMMENDATION: Approval of list of poll workers for election years 2018-2019.

RECOMMENDED MOTION: Approval of list of poll workers for 2018-2019.

ATTACHMENT(S) INCLUDED (If none, please state that) Poll Worker Listing.

FOR MORE INFORMATION CONTACT:

Michele Smith, Clerk (262) 473-0102 [msmith@whitewater-wi.gov](mailto:msmith@whitewater-wi.gov)

Name	Party Nomination	Street Address	City, State, Zip	Phone	
Anderson, Doug	Unaffiliated	311 S. Woodland Drive	Whitewater, WI 53190		
Bilgen, Jan	Unaffiliated	206 Park Street	Whitewater, WI 53190		
Bimmer, Kathryn	Unaffiliated	216 E. Lakeview Drive	Whitewater, WI 53190		
Binnie, Cheryl	Unaffiliated	1315 Satinwood Ln.	Whitewater, WI 53190		
Binnie, Lynn	Unaffiliated	1315 Satinwood Ln.	Whitewater, WI 53190		
Bowker, Diane	Unaffiliated	634 Walton Dr.	Whitewater, WI 53190		
Bruch, Joanne	Unaffiliated	1061 W. Blackhawk Dr.	Whitewater, WI 53190		
Burkhardt, Sue	Unaffiliated	1180 Bloomingfield, #1103	Whitewater, WI 53190		
Burrows, Marion	Unaffiliated	435 W. Starin Rd. #314AA	Whitewater, WI 53190		
Coburn, Virginia	Unaffiliated	2 Coburn Ln.	Whitewater, WI 53190		
Cole, Roger	Unaffiliated	214 S. Pleasant Street	Whitewater, WI 53190		
Cole, Valerie	Unaffiliated	214 S. Pleasant Street	Whitewater, WI 53190		
Cooper, Nancy	Unaffiliated	1127 W. Walworth	Whitewater, WI 53190	473-5375	
Crone, Susan	Unaffiliated	225 S. Woodland Drive	Whitewater, WI 53190		
Endisch, Colleen	Republican 1st choice nominee	897 Acorn Ridge	Whitewater, WI 53190		
Endisch, William	Republican 1st choice nominee	897 Acorn Ridge	Whitewater, WI 53190		
Epps, Virginia	Unaffiliated	970 W. Highland St.	Whitewater, WI 53190		
Fassl, Jeanine	Unaffiliated	675 S. Franklin Street	Whitewater, WI 53190		
Follis, Joyce	Republican 1st choice nominee	252 S. Ardmore	Whitewater, WI 53190	473-2360	
Fuerstenberg, Louise	Republican 1st choice nominee	1214 W. Court St.	Whitewater, WI 53190	473-2548	
Gray-Fow, Tiiu	Unaffiliated	120 S. Ridge St.	Whitewater, WI 53190		
Gregoire, Linda	Unaffiliated	424 Douglas Ct.	Whitewater, WI 53190		
Hass, Sandy	Unaffiliated	P.O. Box 274	Whitewater, WI 53190		
Haven, Kathy	Unaffiliated	1235 W. Kay Street	Whitewater, WI 53190		
Heidenreich, Lori	Unaffiliated	630 S. Janesville Street	Whitewater, WI 53190		
Helmick, Richard	Unaffiliated		Whitewater, WI 53190	473-7884	
Hinspater, Brenda	Republican 1st choice nominee	410 Panther Ct.	Whitewater, WI 53190	262-745-3464	
Hinspater, Tom	Republican 1st choice nominee	410 Panther Ct.	Whitewater, WI 53190	262-745-3464	
Hiscox, Sue	Unaffiliated	166 N. Park Street	Whitewater, WI 53190		

Jacobson, Pat	Unaffiliated	426 S. Prince Street	Whitewater, WI 53190		
Kachel, Karen	Republican 1st choice nominee	457 S. Buckingham Blvd.	Whitewater, WI 53190	920-397-6303	
Keunning, Charlotte	Unaffiliated	W3241 Crestwood Dr.	Whitewater, WI 53190		<a href="mailto:cakuenning01@hotmail.com">cakuenning01@hotmail.com</a>
Koenitzer, Dottie	Unaffiliated	315 N. George St.	Whitewater, WI 53190		
Kuenning, Paul	Unaffiliated	W3241 Crestwood Dr.	Whitewater, WI 53190		
Leaver, Rosemary	Unaffiliated	180 N. Esterly Ave.	Whitewater, WI 53190	473-5602	
Linn, Sarah	Unaffiliated		Whitewater, WI 53190		
Long, Ellen	Unaffiliated	1259 N. Satinwood	Whitewater, WI 53190		
Long, Everett	Unaffiliated	1259 N. Satinwood	Whitewater, WI 53190	473-5610	
Loomer, Linda	Unaffiliated	726 E. Cravath St.	Whitewater, WI 53190		
Lunsford, Stacey	Unaffiliated	1134 W. Walworth Ave.	Whitewater, WI 53190		
Marshall, Connie	Unaffiliated	1061 W. Blackhawk Dr.	Whitewater, WI 53190	473-3221	
McCarthy, Sharon	Unaffiliated	244 N. Franklin St.	Whitewater, WI 53190		
McDonell, Kim	Unaffiliated	1660 Mound View Pl	Whitewater, WI 53190		
McKinnon, Kevin	Unaffiliated	716 W. Peck St.	Whitewater, WI 53190	473-6722	
McKinnon, Marcia	Unaffiliated	716 W. Peck St.	Whitewater, WI 53190	473-6722	
Messier, Shirley	Republican 1st choice nominee	1061 Blackhawk	Whitewater, WI 53190		
Miller, Bonnie	Unaffiliated	221 S. Prince	Whitewater, WI 53190	*Declined due to workers now being considered city employee	*Declined due to workers now being considered city employee
Murray, Betty	Republican 1st choice nominee	936 W. Highland St.	Whitewater, WI 53190	473-4075	
Murray, Lee	Republican 1st choice nominee	936 W. Highland St.	Whitewater, WI 53190	473-4075	
Neumeister, Nora	Unaffiliated	1061 Blackhawk, #311	Whitewater, WI 53190		
Newhouse, Arlene	Unaffiliated	747 E. Clay	Whitewater, WI 53190		
Newhouse, John	Unaffiliated	747 E. Clay	Whitewater, WI 53190		
Oberle, Kori	Unaffiliated		Whitewater, WI 53190		
Obmascher, Jean	Unaffiliated	1180 Bloomingfield, #1103	Whitewater, WI 53190		
Parenteau, Terri	Unaffiliated	518 Ventura Lane	Whitewater, WI 53190		
Piehl, Richard	Republican 1st choice nominee	871 Burr Oak Trail	Whitewater, WI 53190		
Ponyicsanyi, Kathy	Unaffiliated	1155 Blackhawk	Whitewater, WI 53190		

Robers, Kay	Democrat 1st choice nominee	1155 Blackhawk	Whitewater, WI 53190	262-379-0187	
Ross, Julia	Unaffiliated		Whitewater, WI 53190		
Rowley Nancy	Republican 1st choice nominee	902 Acorn Rdige	Whitewater, WI 53190		
Rowley, Curt	Republican 1st choice nominee	787 E. Clay St. #3	Whitewater, WI 53190		
Rowley, Sally	Republican 1st choice nominee	787 E. Clay St. #3	Whitewater, WI 53190		
Scherer, Sue	Unaffiliated	1672 Mound View Place	Whitewater, WI 53190		
Schneider, Evie	Republican 1st choice nominee	213 Hazelyn Ct.	Whitewater, WI 53190		
Schneider, Nathan	Republican 1st choice nominee	213 Hazelyn Ct.	Whitewater, WI 53190		
Simon, Dee	Unaffiliated	211 N. Park Street	Whitewater, WI 53190		
Smith, Alaina	Republican 1st choice nominee	281 Parkside Dr., #101	Whitewater, WI 53190		
Smith, Michele	Unaffiliated	212 N. Fremont	Whitewater, WI 53190		
Smith, William	Republican 1st choice nominee	212 N. Fremont	Whitewater, WI 53190		
Sparling, Kay	Democrat 1st choice nominee	Woodland Drive	Whitewater, Wi 53190		
Spurgat, Dorothy	Unaffiliated	7 Coburn Lane	Whitewater, WI 53190		
Stone, Beverly	Unaffiliated	P.O. Box 291	Whitewater, WI 53190		
West, Charlotte	Unaffiliated	435 W Starin Rd.	Whitewater, WI 53190		
Wieman, Caroline	Unaffiliated	787 Burr Oak Trail	Whitewater, WI 53190		
Zaballos, Kristine	Unaffiliated	1143 Walworth Ave	Whitewater, WI 53190		
<b>BOARD OF CANVASS:</b>					
Joyce Follis					
Beverly Stone					
Marion Burrows					
<b>TABULATORS</b>					
Marion Burrows					
Michele Smith					
Bonnie Miller				*Declined	*Declined